

MASON CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes  
February 17, 2022

The meeting of the Mason Conservation District Board of Supervisors was called to order by Jason Ragan, Chair, at 4:00 pm.

Board Members present (via Zoom): Jason Ragan, Myron Ougendal, Michael O'Day, Larry Boltz, Andrea Miller

Staff present: Evan Bauder, Rhonda Nydegger (via Zoom).

Members of the public present (via Zoom): Josh Giuntoli, WSCC

Meeting Minutes – January 12, 2022: The minutes were reviewed and approved as presented.  
(M – Boltz, S – Miller, Passed – Unanimously)

Financial Report –December: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (19579-19603, + EFT) executed during period. The cash basis activity statement was also discussed.  
(M – Boltz, S – Ougendal, Passed – Unanimously)

**PROGRAM & STAFF UPDATES**

**WSCC Update –**

Josh updated the board on activity at SCC. The new Executive Director starts on March 1<sup>st</sup> and will do two weeks of transition before taking over full time March 16<sup>th</sup>. The elections bills did not pass out of the House or the Senate floors so they are no longer actionable for now. We expect to see the budgets next week from the House and the Senate. Brief discussion regarding the detail about the elections bills as well as general discussion on other bills.

**NRCS Update –**

NRCS was absent.

**DOE Update –**

DOE was absent.

**Staff Update –**

Evan discussed elections.

**OLD BUSINESS –**

**SAO Audit Update –**

It was a clean audit with no findings. The District will be on a 3 year rotation schedule. This means the next audit will be for 2021, 2022, and 2023 and done in 2024.

**NEW BUSINESS**

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**Cost Share Application NS-SH-3 –**

Evan presented cost share application NS-SH-3 for board consideration and discussion. This is for a waste storage structure in the Johns Prairie area for \$66,666.70 - \$50,000 plus 25% match of \$16,666.70 through the Washington State Conservation Commission's Shellfish program. Motion made to approve the cost share application NS-SH-3.

(M – Boltz, S – O'Day, Passed – Unanimously)

**Cost Share Application NS-SH-4 –**

Evan presented cost share application NS-SH-4 for board consideration and discussion. This is for several projects including heavy use area, underground outlet, roof runoff structure and hedgerow planting located in the Little Egypt Road area for \$19,680 - \$14,760 plus 25% match of \$4,920 through the Washington State Conservation Commission's Shellfish program. Motion made to approve the cost share application NS-SH-4.

(M – Boltz, S – O'Day, Passed – Unanimously)

**RCO Project #18-1233 Amendment #3 –**

This amendment is for a grant that funded LWD design in the lower Skokomish River. The design process ended at the preliminary design due to a critical watershed partner no longer supporting the project concept. The project is considered closed and completed. This amendment redefines the scope of the grant to preliminary design to align with the completed design level. Motion made to approve amendment #3 for RCO project #18-1233 as presented and authorize the chair to sign.

(M – O'Day, S – Boltz, Passed – Unanimously)

**RCO Project #16-1489 Amendment #5 –**

This amendment is for one of the grants that funds riparian work in the Skokomish area. The District has overspent on A&E costs although the overspending is well below the 30% maximum allowed. This amendment will allow the district to incur A&E costs up to the maximum of 30%. Motion made to approve amendment #5 for RCO project #16-1489 as presented and authorize the chair to sign.

(M – O'Day, S – Boltz, Passed – Unanimously)

**MCD Resolution 2022-1 RCO Applicant Authorization –**

Staff is currently working on four new grant applications to be submitted to RCO. All RCO grants require an applicant authorization form. Motion made to approve MCD Resolution 2022-1 RCO Application Authorization form as presented and authorize the chair to sign.

(M – O'Day, S – Boltz, Passed – Unanimously)

**Vector Engineering INC Master Agreement –**

The District has an existing contract with Wolf Water Resources for engineering support but it is not enough to support the needs of the District and the engineer cluster (Jefferson, Kitsap, Mason and Thurston). Staff solicited interest from three firms on the MRSC roster and has chosen to contract with Vector Engineering Inc due to a combination of their qualifications and availability. This master

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agreement will be supplemented by task orders similar to the agreement with Wolf Water Resources. Motion made to approve the agreement as presented and authorize the chair to sign.

(M – Boltz, S – Miller, Passed – Unanimously)

**Authorization to Request Credit –**

The District needs to update the credit cards. Current cards are tied to the previous District Manager. Evan has been speaking with Heritage Bank about options. Heritage will allow the District to open a credit card account but need the board to authorize staff to take out credit on the District's behalf. The District would get two cards – one for the District Manager with a limit of \$15,000 and one for the Accounting department with a limit of \$10,000. Motion made to authorize Evan Bauder and Rhonda Nydegger to take out credit with Heritage Bank of behalf of Mason Conservation District.

(M – O'Day, S – Ougendal, Passed – Unanimously)

**Project #20-1552 RCO Grant Agreement –**

This is a grant agreement administered by RCO and awarded the Estuary and Salmon Restoration Program (ESRP). The project had been partially funded in late 2021 through the WSCC's Natural Resource Investments program. The program is known as the Oyster Bay Shoreline Restoration project and involves bulkhead removal, potential beach nourishment, marine riparian planting and creosote removal. Motion made to approval the RCO Grant Agreement Project #20-1552 as presented and authorize the chair to sign.

(M – O'Day, S – Boltz, Passed – Unanimously)

With no further business for the good of the order the meeting adjourned at 5:47 pm.