

MASON CONSERVATION DISTRICT
Board of Supervisors Meeting Minutes
March 17, 2022

The meeting of the Mason Conservation District Board of Supervisors was called to order by Jason Ragan, Chair, at 4:01 pm.

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

Board Members absent: Myron Ougendal

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

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

Meeting Minutes – February 17, 2022: The minutes were reviewed and approved as presented.
(M – O'Day, S – Boltz, Passed – Unanimously)

Financial Report – January 2022: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (19604-19624, + EFT) executed during period. The cash basis activity statement was also discussed.
(M – Boltz, S – O'Day, Passed – Unanimously)

Financial Report – February 2022: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (19625-19657, + EFT) executed during the period. The cash basis activity statement was also discussed.
(M – Boltz, S – O'Day, Passed – Unanimously)

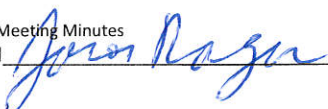
PROGRAM & STAFF UPDATES

WSCC Update –

Josh updated the board on activity at SCC. The new Executive Director has taken the reins. The following programs are funded pending the Governor's signature: sustainable farms & fields program for \$2MM; the riparian plant propagation program for \$1.3MM; the engineering program for \$2.7MM and the riparian restoration projects for \$10MM. This session was not a big policy change session. Josh updated the board on the CAPP program that he had already briefed Evan and Jason on. They weren't able to evaluate three areas due to timing – elections (which are approved in May), financial reporting to the auditor (which happens at the end of May); and the annual plan of work. Flooding and NRCS funding was also discussed.

NRCS Update –

NRCS was absent.



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Board of Supervisors Meeting Minutes
March 17, 2022

DOE Update –

Alena led discussion on nose pump recommendations and the comparisons to other methods. She also discussed the surface water quality compliance process.

Staff Update –

Keith updated the board on the grants currently being funded – WRIA 14 lead entity grant, shore friendly program and the Oyster Bay project.

Rhonda updated the board on the annual report process for 2021 reporting.

Evan updated the board on the annual plan of work process as well as the grant funding for a chicken processor setup that will be better to serve the District.

OLD BUSINESS –

Operations Update –

Evan updated the board on the mask requirement being suspended for staff and visitors in alignment with the expiration of the state masking mandate.

Evan discussed the potential new hires. One, Jacob Murray, had accepted the offer and will be starting April 1st. The second had not yet accepted but would likely start in May.

Evan discussed the need to come up with a competitive engineering salary once the new funding is available as the district seems to be under the normal range.

NEW BUSINESS

Cost Share Application NS-SH-5 –

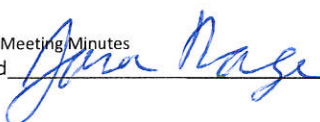
Cost Share Application NS-SH-5 would be considered for funding through the State Commission's Shellfish program. It is for a heavy use area, roof & covers, waste storage facility, and an access road on Shelton Valley Road. Motion made to approve cost share application NS-SH-5.

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

Wolf Water Resources INC Amendment #1 –

A landowner was recently awarded Shellfish funding to install a waste storage structure. Our process is in the process of designing a structure that would be suitable for this site in support of an earlier award in 2021. This amendment will expand Wolf Water Resources' scope to include a second site for this structure to be installed. This will result in a cost savings as the cost of adding a second site is much less than contracting for an entirely new structure. Motion made to approve amendment #1 with Wolf Water Resources as presented and authorize the Chair to sign.

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



MASON CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

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Herrera Environmental Consultants Amendment #1 –

This amendment will add \$16,000 to the contract that was originally set at not to exceed \$14,000. The scope of work supports shoreline owner site visits to provide technical assistance as part of the Shore Friendly program. Herrera has a geologist and coastal engineer who review common challenges faced by shoreline land owners. After each site visit, Herrera produces a report documenting the challenge and recommendations. This amendment will fund 10 additional site visits. Motion made to approve Amendment #1 with Herrera Environmental Consultants as presented and authorize the Chair to sign.

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

Vector Engineer Contract Task Orders –

February, 2022, the board approved the master contract with Vector Engineering to support the Engineering Cluster's engineering needs. The task orders represent the three highest priority projects for the Jefferson County CD who is part of the engineering cluster.

Watkins Cistern – motion made to approve the task order as presented and authorize the chair to sign.

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

Watermoon Cistern – motion made to approve the task order as presented and authorize the chair to sign.

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

Heron Pond HUAP – motion made to approve the task order as presented and authorize the chair to sign.

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

Credit Card and Fuel Card Policy –

Brief discussion started regarding the credit card and fuel card policy with the Chair tabling for the next meeting to give the District staff and the finance committee an opportunity to review the policy language.

Electronic Funds Transactions Policy –

Brief discussion started regarding the electronic funds transactions policy with the Chair tabling for the next meeting to give the District staff and the finance committee an opportunity to review the policy language.

With no further business for the good of the order the meeting adjourned at 5:08 pm.

