

MASON CONSERVATION DISTRICT  
Board of Supervisors Meeting Minutes  
July 21, 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: Jason Ragan, Michael O'Day, Larry Boltz, Andrea Miller, and Carmen Echeverria (all via zoom)

Board Members absent: None

Staff present: Evan Bauder & Keith Underwood.

Members of the public present (via Zoom): Alena Reynold (DOE) and Josh Giuntoli (WSCC)

Introductions: Not necessary as all parties present were familiar with each other.

Meeting Minutes – May 19, 2022: The minutes were reviewed and approved as presented.  
(M – O'Day, S – Boltz, Passed – Unanimously)

Special Meeting Minutes – May 25, 2022: The minutes were reviewed and approved as presented.  
(M – Boltz, S – O'Day, Passed – Unanimously)

Financial Report – May 2022: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (19711-19740, + EFT) executed during period.  
(M – Boltz, S – O'Day, Passed – Unanimously)

Financial Report – June 2022: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (19741-19776, + EFT) executed during period.  
(M – Boltz, S – Miller, Passed – Unanimously)

### PROGRAM & STAFF UPDATES

#### **WSCC Update –**

Josh Giuntoli provided an update from WSCC that included the following:

- Wildfire resiliency work specific to Mason County is in the process of being developed. Continuing to pursue additional fire resiliency funds in addition to this Mason County specific funding source.
- Commission meeting held earlier in the day. Lots of action taken including VSP guidelines adopted and SRF guidelines adopted.
- First round of SRF proposal evaluated totaling more than \$500,000. Second round evaluated at slightly more than \$1million.
- CREP and Sustainable Farms and Fields applications will be available soon.

*Jason Ragan*

*8-24-22*

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**NRCS Update –**  
NRCS was absent.

**DOE Update –**  
Alena brought informed the board about the NOI for Water Quality Combined Funding still being open, and that there will be applicant workshops held in August.

**Staff Update –**  
Keith: updated the board on the WRIA 14 grant round, River-Mile 5 project delays, and the Upper South Fork LWD construction progress.

Evan: updated the board on a recent vehicle purchase, overview of the cost share tracking spreadsheet, hiring updates, Latino Conservation Week, and the Decker Creek EWP project.

**OLD BUSINESS –**  
No old business was discussed

**NEW BUSINESS**

**District Engineer Salary Scale -**

Staff presented: The District Engineer salary scale currently ranges from \$83,268 to \$133,116. We have not been getting a lot of interest in this position announcement. In attempt to be more appealing and competitive staff recommends that the board approve a 20% increase to this salary scale.

Motion made to approve the proposed 20% increase in the District Engineer salary scale.  
(M – Miller, S – O’Day, Passed – Unanimously)

**WSCC Implementation Addendum –**

Staff presented: This is an annual allocation from the Washington State Conservation Commission. This is our most flexible funding. This addendum can fund district operations and/or underfunded programs.

Motion made to approve the Implementation Addendum with the Washington State Conservation Commission as presented.  
(M – Boltz, S – O’Day, Passed – Unanimously)

**WSCC Professional Engineering Addendum –**

Staff presented: This is an annual addendum that provides funding for engineering services to the engineering cluster that consists of Mason, Thurston, Jefferson, and Kitsap Conservation Districts. This year this funding is increased from \$75,000 to \$200,000.

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Motion made to approve the Professional Engineering Addendum with the Washington State Conservation Commission as presented.

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

**LiDAR Contract –**

Staff presented: The purpose of this project is to attain Lidar survey data and topo-bathymetric maps of the lower Skokomish Watershed. The information will be used estimate sediment transport and aggregation trends in comparison to past Lidar surveys. The data will also be used to update the Corps Hydraulic model for use in flood risk assessment and future project designs.

Motion made to approve and authorize the chair to sign the contract with NV5 as presented.

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

**FCAAP Contract –**

Staff presented: The purpose of this project is to: 1) update an existing HEC RAS 2D hydraulic model for the Skokomish River with new LiDAR, surveyed cross sections and pebble counts, 2) predict future changes to flood risk; 3) update our understanding of existing conditions and sediment trends, and 4) produce report and present findings at public meetings.

Motion made to authorize District staff to negotiate a contract with Kleinschmidt for the \$105,000 currently available to support a contract, to increase this amount if additional funding becomes available from Floodplains by Design or other project partners, to authorize the chair to sign the contract with Kleinschmidt, and to authorize staff and the chair to proceed with this same process with Wolf Water Resources if negotiations with Kleinschmidt are unsuccessful.

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

**GPC and HCSEG Contracts –**

Staff presented: Mason Conservation District is continuing to support Mason County to implement the Army Corps of Engineers Skokomish restoration projects. Mason County needs additional capacity to respond to a highly demanding property acquisition schedule required by the Army Corps. Mason CD does not have capacity to respond to this need. Mason County and Mason CD reached out to three partner organizations in seek of support. Great Peninsula Conservancy and Hood Canal Salmon Enhancement Group have agreed to deploy staff to help with this effort.

Motion made to approve and authorize the board chair to sign the contract with HCSEG as presented.

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

Motion made to authorize the chair to sign a contract with GPC after staff ahs been able to negotiate revised contract language that meets the requirements of both parties.

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

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**Public Comment Period –**  
No public comment was made.

With no further business for the good of the order the meeting adjourned at 5:22 pm.

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Minutes Approved John Rago Date 8-24-22

MASON CONSERVATION DISTRICT

Board of Supervisors Special Meeting Minutes  
August 12, 2022

The special meeting of the Mason Conservation District Board of Supervisors was called to order by Jason Ragan, Chair, at 12:11 pm.

Board Members present (via Zoom): Jason Ragan, Larry Boltz, Andrea Miller, Carmen Echeverria

Board Members absent: Michael O'Day

Staff present: Evan Bauder, Rhonda Nydegger.

Members of the public present: None

**PUBLIC COMMENT**

The Chairman called for public comment. No members of the public were present and no comments had been submitted.

**NEW BUSINESS**

**Decker Creek EWP Project Construction Contract**

Evan presented information on the Decker Creek EWP Project construction contract. This supports the grant from the NRCS/SCC emergency watershed program. The grant covers \$111,036.06 of funding. The lowest bidder came in at \$128,612.97 leaving a shortfall in the funding. Staff are working with NRCS and SCC to increase the funding for the project. Motion made to have the board award the Decker Creek EWP Construction Contract to Sealevel Bulkhead Builders Inc and authorize the chair to sign that contract contingent on confirmation of increased funding to cover the difference between the bid and the current funding in hand. Motion carried.

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

**PUBLIC COMMENT PERIOD**

No public comment was made.

With no further business for the good of the order the meeting adjourned at 12:20 pm.