

MASON CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes  
January 19, 2023

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: Jason Ragan, Michael O'Day, Larry Boltz, Andrea Miller, Carmen Echeverria

Board Members absent: None

Staff present: Evan Bauder, Rhonda Nydegger (Zoom), Keith Underwood, Alex Chacon, Nick Schneider, Megan Chapman

Members of the public present: Josh Giuntoli (WSCC), Alena Reynolds (DOE) (Zoom), Kela Hall-Wieckert (Mason County Noxious Weed Control Board) (Zoom)

Introduce Guests: Kela Hall-Wieckert introduced herself as the new Mason County Noxious Weed Control Board Coordinator.

Public Comment: None

Special Meeting Minutes – December 1, 2022: The minutes were reviewed and approved as presented.

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

Financial Report – November 2022: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (19894-19930, + EFT) executed during period. The cash basis activity statement was also provided.

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

Financial Report – December 2022: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (19931-19957, + EFT) executed during the period. The year-end cash basis activity statement was also discussed.

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

**PROGRAM & STAFF UPDATES**

**WSCC Update –**

Josh updated the board on the current events in the 2023 Legislative Session. The Governors budget came out in mid-December and included generous funding to SCC programs. A new riparian grant program in the capital budget is receiving a lot of attention and we are watching that closely. Josh also discussed the new NRCS riparian buffer program.

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**DOE Update –**

Alena not much to update this month. Continuing to collect water quality samples in Mason County.

**Staff Update –**

Evan updated the board on fleet updates and announced that the District was awarded a new grant to work on stormwater retrofit work in the City of Shelton.

Board Members introduced themselves to new staff at the meeting.

Alex introduced himself to the Board.

Keith reported on the piling removal in Oyster Bay.

Nick reported that he is focused on helping landowners implement cost share project and they are mostly on track.

Megan reported that she is gearing up for planting season.

Rhonda reported that work on the annual report has started.

**OLD BUSINESS –**

**None**

**NEW BUSINESS**

**Cardno Contract Reassignment –**

Request to reassign contracts from Cardno to Stantec for Skokomish Mainstem RM 6.5, Skokomish Valley Flood Mitigation and Vance Creek Watershed Assessment Projects. Motion made to approve and authorize the chair to sign the reassignment letter with Stantec.

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

**Cost Share Application NS-SH-12 –**

Cost share funds are being sought to implement Exclusion Fencing and restrict livestock access to surface waters. Several agricultural ditches, streams, and creeks currently lack exclusion fence, or are inadequately fenced to fully restrict cattle, sheep, and poultry from surface waters. This landowner wishes to implement 5-strand barbed wire or woven wire field fence depending on market costs and available funding. Motion made to the cost share application NS-SH-12 as presented.

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

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**RCO Project #22-1180 Grant Agreement –**

Request approval to enter into a RCO Grant Agreement for Gosnell Creek LWD and Fish Passage Design (22-1180) for \$199,100. The purpose of this grant is to complete habitat restoration designs for roughly 1 mile of stream within Gosnell Creek and fish passage on a no named creek draining into the restoration reach. This project is in an important spawning and juvenile rearing area for Coho and Chum. The project will restore normative habitat by adding logs to the stream. In addition, a no named creek draining into the restoration reach contains an earthen dam with culvert which is acting as a fish migration barrier. This project will detail dam and culvert removal specifications. This project will produce final designs ready for permitting and construction.

Motion made to approve and authorize the chair to sign the RCO Grant Agreement for Gosnell Creek LWD and Fish Passage Design (22-1180) for \$199,100.

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

**Jefferson Co CD ILA Addendum –**

Request authorization to enter into an agreement with Jefferson Conservation District to implement a 1.34 acre riparian planting project.

The purpose of this project is to collaborate with the Jefferson County Conservation District to plant and maintain 1.34 acres.

Mason CD and Jefferson CD are both parties to the Puget Sounds Conservation Districts Caucus interlocal agreement. This proposed addendum to that agreement establishes a specific scope of work for this proposed planting.

Motion made to approve and authorize the chair to sign the MCD/JCCD interlocal agreement addendum as presented.

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

**NNRG Contract Amendment –**

Request to amend the contract with Northwest Natural Resource Group (NNRG) to complete additional EQIP-Compliant Conservation Activity Plans (CAP 1106) for the Forestry Program.

Motion made to approve and authorize the Chair to sign the contract amendment with Northwest Natural Resource Group (NNRG) as presented.

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

**One Tree Planted Agreement –**

Request authorization to enter into an agreement with One Tree Planted to get reimbursed \$0.80 per tree planted for riparian plantings.

The purpose of this project is to plant 78,594 trees in riparian areasto restore habitat. One Tree Planted will reimburse MCD \$0.80 per tree planted.

Motion made to concur with the Chair’s signature on the One Tree Planted Planting Partner Agreement.

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

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**Outdoor Learning Contract Amendment –**

The objective of this project is to provide outdoor education to 3,391 Shelton, Pioneer, and Hood Canal School District students. This grant formalizes the partnership of local organizations providing outdoor education to area schools.

This proposed amendment will add \$31,000 to the original agreement approved by the Board.

Motion made to approve and authorize the chair to sign the cost change amendment for RCO project #22-1855 as presented.

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

**Resolution 2023-1 – RCO Applicant Authorization –**

The purpose of this project is to provide aquatic species habitat specific landowner education and outreach throughout the Cloquallum GSU. The education and outreach will occur simultaneously with and support restoration project development where landowner interest aligns with high priority Chehalis Basin Aquatic Species Restoration Plan (ASRP) actions for the GSU.

This is a standard RCO Applicant Resolution/Authorization form required for all of Mason CD's grant applications. A grant agreement is expected to be on the next BOS agenda.

Motion made to approve and authorize the chair to sign resolution 2023-1 RCO Applicant Resolution for project #22-2547 as presented.

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

**RCO Project #22-1093 Grant Agreement –**

Request approval to enter into a RCO Grant Agreement for the Skokomish SF LWD Phase 6 Design (22-1093) for \$199,650.

The purpose of this grant is to complete habitat restoration designs for roughly 1 mile of stream within RM 13 - 20 of the South Fork Skokomish River. This reach of the river lacks roads and is difficult to access due to steep terrain. The design process will select the restoration reach based on mutually agree upon criteria developed in collaboration with the USFWS, fish managers and stakeholders. Chinook, steelhead and bull trout will benefit from the stream restoration design produced by this project.

Motion made to approve and authorize the chair to sign RCO Grant Agreement for Skokomish SF LWD Phase 6 Design (22-1193) for \$199,650 as presented.

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

**RCO Project #22-1094 Grant Agreement –**

Request approval to enter into a RCO Grant Agreement for the South Fork Skokomish Fish Passage Design (22-1094) for \$126,500.

The purpose of this grant is to complete fish passage preliminary designs for the canyon reach of the South Fork Skokomish River. Conceptual designs were created during a previous grant. The activities associated with this grant will consider stakeholder / recreationalist input, constructability and rock removal methods, and fish protection plan during rock removal and effect on design.

Motion made to approve and authorize the chair to sign the RCO Grant Agreement for South Fork Skokomish Fish Passage Design (22-1194) for \$126,500.

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

**Port of Shelton Surety Addendum –**

Request to sign the updated Addendum 3 and provide legally required surety to the Port of Shelton. As a consequence of auditing their files while preparing the latest addendum for signature, the Port of Shelton realized that the District’s lease has not been in compliance with RCW 53.08.085. Motion made to approve and authorize the Chair to sign the revised Lease Addendum 3 and direct district staff to provide a check equal to the two months’ rent per the lease addendum.

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

**SW RCPP Amendment –**

Additional funding has become available to support the Southwest WA RCPP forestry program. This amendment is necessary to accept that funding. Additional funding has become available to support the Southwest WA RCPP forestry program. This amendment is necessary to accept that funding. Motion made to approve and authorize the Chair to sign the contract amendment with WDFW as presented.

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

**VSP Contract Amendment –**

Funds awarded for VSP Supplemental Funding were released to Mason County beginning on October 11, 2022. On December 20th, 2022, the Mason County Board of County Commissioners signed the Amendment 4 to expand the scope of work and budget for a sum of \$225,580.56. This figure represents reimbursement funds for BMP implementation and technical assistance that will be performed by Mason Conservation District staff. Projects must be completed by June 30th, 2023. The Board discussed the need for these technical descriptions to go in front of the MCD board in addition to the County and the VSP Work Group. Staff concurred and will have technical descriptions ready for the February board meeting.

Motion made to approve and authorize the chair to sign the amendment to MC Contract #19-053 as presented.

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

**Vehicle Surplus –**

Postponed until next board meeting

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