

MASON CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes  
March 21, 2024

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

Board Members present: Carmen Echeverria, Andrea Miller, Michael O'Day, Jason Ragan

Board Members absent: Larry Boltz

Staff present: Evan Bauder, Jen Thurman-Williams, Rhonda Nydegger

Members of the public present:

In Person: Nils Bekke

Via Zoom: Josh Giuntoli (WSCC), Molly Paige (ECY), Sean McDonagh (NRCS).

Introduction: Sean McDonagh introduced himself from NRCS.

Public Comment: None

Meeting Minutes, February 15, 2024: The minutes were reviewed. Minutes were approved as presented.

(M – O'Day, S – Miller, Passed – Unanimously) —————

Financial Report – February 2024: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (20424-20452 + EFT) executed during period. Michael also reported information on the February cash basis activity report.

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

**PROGRAM & STAFF UPDATES**

**WSCC Update –**

Josh thanked the District for hosting a great quarterly meeting. He commented that “community” was the word of the day. He presented information on the decision deadline for the riparian grant. He also discussed funding still available for outreach grants. VSP program guideline updates will be coming out soon. The District is able to bill the engineering team WADE expenses to the PE grant. Josh also noted for the board that our EF-2 (elections result form) was submitted the day after the voting closed. Finally, the annual plan of work is due at the end of May.

**WACD Update –**

No report.

**NRCS Update –**

*Jason Ragan*  
Chair

4-23-24

MASON CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

March 21, 2024

Sean provided information on various NRCS grants including EQIP and CSP funding.

**ECY Update –**

Molly reported that ECY has been fairly busy outside of Mason County so not much to report. There is an ongoing administrative order in the Skokomish Valley. In addition there were two agricultural complaints that were able to be addressed through a single letter.

**Staff Update –**

Jen informed the board about the school education and outreach activities starting up with the following Monday and the number of students (around 1,800) that will go through the sessions. She also reported on other activities (Earth Day event, writing grants including a \$350,000 grant for community gardens over three years, and an award from Russell Family Foundation for \$25,000).

Rhonda updated the board on work within the accounting department including preparation of the annual report as well as preparing for the anticipated 2021-2023 audit.

Evan updated the board on the planning and timing of office remodel. New signs for the building have been ordered. In addition, the port has said they will be doing the siding and painting of the outside of the building in 2024. He recognized Nick for being able to get several local organizations to donate towards the Veteran's Village project currently underway. Evan reported that an additional \$15,000 has been added to the NRI grant and an additional \$150,000 has been added to the SRF grant. Finally, Evan reported that there would be two interns from Evergreen College starting with the District the following week.

**OLD BUSINESS –**

None.

**NEW BUSINESS**

**RCO Grant Application Resolution 2024-2**

Evan provided information to the board regarding this resolution. RCO requires board resolutions whenever the District pursues funding through the agency. This resolution covers #24-1190 East Fork Satsop Schafer State Park Concept Design as well as #24-1207 Shore Friendly South Sound Collaborative. RCO #24-1190 will provide funding to develop a restoration conceptual design along 2.2 miles of the East Fork Satsop River. RCO #24-1207 will continue funding to the Shore Friendly Mason program. Motion to approve and authorize the chair to sign Resolution #2024-2 as presented. Motion carried.

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

**Shelton School District Service Agreement**

Jen presented information on this service agreement. This allows MCD to provide support for field experiences for Kindergarten, 2<sup>nd</sup> grade, 4<sup>th</sup> grade, 5<sup>th</sup> grade, 6<sup>th</sup> grade, and 8<sup>th</sup> grade students in the Shelton School District. These services need to be completed by June 20, 2024. She also presented

*Janice Pugh*  
Chair

4-23-24

MASON CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

March 21, 2024

information regarding some of the general activities that will be completed by grade category as well as the funding split by school (Elementary - \$11,657.04, Olympic Middle School - \$9,712.96, and Oakland Bay Junior High School - \$8,487.68 for a total of \$29,857.67). Motion made to approve and authorize the chair to sign the service agreement between Mason Conservation District and the Shelton School District as presented. Motion carried.

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

**Anchor QEA Contract Amendment 1**

Evan presented information on the Anchor amendment. During the assessment and prioritization process, the Contractor and MCD staff identified additional sites located outside of the current study area (RM 12.9-RM 23.8) that have significant advantages and benefits for restoration potential. Funding for this amendment (\$40,348) will come from RCO. Motion to approve and authorize the chair to sign the contract amendment with Anchor QEA as presented. Motion carried.

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

**Skokomish Canyon Fish Passage Services Contract**

Evan presented information on this contract with the Skokomish Indian Tribe. The preliminary design project is seeking a time extension which requires a modification to the grant to include a match requirement. The Skokomish Tribe is offering a \$50,000 contract with MCD for use as a match. The extension will allow stakeholder engagement and drone imagery this spring and fall. Motion approve and authorize the chair to sign the contract with the Skokomish Tribe to complete a preliminary design for the South Fork Skokomish River Canyon Fish Passage Project as presented. Motion carried.

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

**South Fork Skok LWD Phase 6 Services Contract**

Evan presented information on this contract with the Skokomish Tribe. This provides MCD with a \$50,000 match to the RCO 22-1093 project, which is needed in order to allow the District additional time to allow for increasing the study area and complete analysis and designs. The time extension from RCO requires the change from a no-match to a match-required grant. Motion to approve and authorize the chair to sign the contract with the Skokomish Tribe to complete conceptual, preliminary, and final design reports for the Phase 6 South Fork Skokomish Large Wood Debris Project as presented. Motion carried.

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

**Skok RM 6.5 LWD Services Contract**

Evan presented information on this contract with the Skokomish Tribe. This contract will support the permitting, final design and construction as well as meet the match requirement for RCO #20-1105. This will create side channels on forester lands to move river floods away from farmlands while improving fish survival by providing safe migration channels, increase fish rearing habitat and manage aggregated sediments. Motion to approve and authorize the chair to sign the contract with the Skokomish Tribe to apply for permits, complete final design and construct the Skokomish RM 6.5 Habitat Enhancement Project as presented. Motion carried.

*Jonan Raza*  
Chair

4-23-24

MASON CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

March 21, 2024

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

**Gosnell Creek LWD and Fish Passage Design Grant Amendment RCO #22-1180**

Motion made to add to agenda because it was inadvertently listed as “RCO Grant #22-1093”.

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

Evan presented information on this grant amendment. Cost savings during the design phase of this project have allowed for scope expansion to include construction of the fish barrier removal component as a part of the initial design grant. MCD was awarded grant #22-1180, which was a design-only grant that did not require match. However, the duration was only for 18 months. To add the construction elements MCD had to commit to provide matching funds to allow enough time to construct the project by expanding the timeline. MCD will utilize the PE grant funds to satisfy the match requirement. This will add a \$35,295 match requirement and allow additional time for completion. Motion to approve the amendment to RCO Grant #22-1180 as presented. Motion carried.

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

**RCO Grant #22-1094 Contract Amendment**

Evan presented information on this contract amendment. This preliminary design project is seeking a time extension to allow for additional stakeholder engagement and drone surveys. During project initiation an unanticipated need to collect additional drone imagery was discovered and could not be completed within the initial 18 month contract period. This amendment allows an extension of time to March 2025. Motion to approve the amendment to RCO Grant #22-1094 as presented. Motion carried.

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

**RCO Grant #22-1093 Contract Amendment**

Evan presented information on this contract amendment. This conceptual to final design project is seeking a scope change and a time extension to allow for increasing the study area. In order to do that, the grant changes from a no-match grant to one requiring a match. This amendment will allow for a time extension to March 2025 allowing MCD to expand the project area downstream 3.1 river miles to include RM 12.9 to 9.8 where two reaches within the 3.1 miles show promise of scoring high in the prioritization assessment and reach restoration ranking used for the conceptual design report. Motion to approve the grant amendment to RCO Grant #22-1093 once Jason reviews when presented with the contract amendment online. Motion carried.

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

**Vehicle Surplus**

Evan reported that the District has assessed the current vehicle fleet now that additional vehicles have been added. The proposal is to surplus the last 2-wheel drive vehicle in the fleet, a 2005 Ford Ranger with 53,237 miles and VIN 1FTZR14U25PB12104. Motion made to declare the 2005 Ford Ranger as surplus as presented. Motion carried.

*Jason Ragan* 4-23-24  
Chair

MASON CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

March 21, 2024

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

**Public Comment Period** –

None.

With no further business on the meeting agenda the meeting adjourned at 5:40 pm.

*Jonon Ragon*  
Chair

4-23-24