

MASON CONSERVATION DISTRICT

Board of Supervisors Special Meeting Minutes
October 27, 2022

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

Board Members present: In person: Jason Ragan, Michael O'Day, and Andrea Miller; via Zoom: Larry Boltz and Carmen Echeverria

Board Members absent: None

Staff present: Evan Bauder, Keith Underwood, Rhonda Nydegger, Margaret Kreder, Megan Chapman, Andy Sorter

Members of the public present: Alena Reynold (DOE) via Zoom

Introductions: Each person present introduced themselves

Meeting Minutes – August 18, 2022: The minutes were reviewed and approved as presented.
(M – Miller, S – O'Day, Passed – Unanimously)

Financial Report – August 2022: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (19800-19826 + EFT) executed during period.
(M – Miller, S – Boltz, Passed – Unanimously)

Financial Report – September 2022: Michael O'Day reviewed the financial report with detail of balances for all funds and checks (19827-19856 + EFT) executed during period.
(M – Boltz, S – Miller, Passed – Unanimously)

PROGRAM & STAFF UPDATES

WSCC Update –

WSCC was absent.

WACD Update –

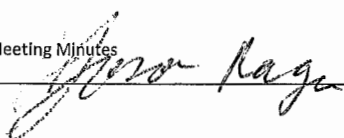
WACD was absent.

NRCS Update –

NRCS was absent.

DOE Update –

Alena reported on funding that would not be available until January except for emergencies. Also, starting to take assessments of conditions in various watersheds including some areas of concerns for flow into Oakland Bay.



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Staff Update –

Staff members introduced themselves and described what they've been working on and how long they've been here.

Board members also did a little more of an in-depth introduction of themselves.

OLD BUSINESS –

Evan discussed staffing: there are still two open positions (Project Manager and Forester); there are three new crew members allowing for two – five member crews; and there is still a vacancy in the VSP Coordinator work.

NEW BUSINESS

HCSEG Agreement #2 – Salmon Recovery Funding –

Megan presented information on the agreement with HCSEG. This agreement is for the scope of work identified in the Salmon Recovery Funding Grant (C23-12-SRF). The funding source is from this grant and is for \$69,200. Projected timeline is July 2022 to June 2023. Motion made to approve and authorize the chair to sign the agreement with HCSEG as presented.

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

NNRG Forest Management Plans Contract –

The contract with NNRG was presented. The Forestry program has more plans to complete than current staffing can accomplish. NNRG are experienced writers of EQIP compliant conservation activity plans and will be utilized to assist in writing those plans. Contract is not to exceed \$18,000 with the Snohomish CD Forest Health Management grant as the funding source. Motion made to approve and authorize the chair to sign the contract with Northwest Natural Resource Group (NNRG) to complete five EQUIP compliant conservation plans (CAP 1106) for the Forestry Program as presented.

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

Vance Creek Engineering Contract –

Keith presented the Vance Creek engineering contract to create preliminary designs of habitat enhancement projects. The estimated cost is not to exceed \$220,000 with funding coming from the Floodplains by Design USACE 30 grant. Motion made to award and authorize the chair to sign the Vance Creek engineering contract not to exceed \$220,000 with the first choice contractor, Anchor QEA, or the second choice contractor Wolf Water Resources if staff is unable to negotiate a contract with Anchor.

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

Cardno Engineering Contract Amendment –

Keith presented a contract amendment with Cardno/Stantec for permitting activities associated with the Skokomish Valley Road Flood Mitigation and Habitat Enhancement Project. This amendment will

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not exceed \$27,710 with funding to come from the Floodplains by Design USACE30 grant. Motion made to approve and authorize the chair to sign a contract amendment with Cardno/Stantec to finish permitting of the Skokomish Valley Road Habitat Enhancement Project for an increase of \$27,710. (M – O’Day, S – Miller, Passed – Unanimously)

District Employee Health Insurance Renewal –

Rhonda presented information on the health insurance renewal including cost estimates from the current group (WCIF) as well as PEBB and a third party broker. Discussion regarding methodologies used for calculations as well as non-insurance costs. Motion made to approve and authorize the District Manager to sign the renewal application with WCIF based on the approved rates. (M – O’Day, S – Miller, Passed – Unanimously)

District Engineer Credit Card –

Rhonda presented information regarding the need for a third credit card to be issued in the District Engineer’s name. A third card is necessary for on-the-fly purchases that the District Engineer has already needed to make while in the field. Motion made to approve and authorize District staff to pursue a third credit card with Heritage Bank for the District Engineer with a limit of \$10,000 (M – O’Day, S – Miller, Passed – Unanimously)

Squaxin Island Tribe Survey Contract –

Evan presented information on the Squaxin Island Tribe Survey Contract. The Tribe is completing a sea level rise study to assess future impacts on their properties and infrastructure. The Tribe would like to partner with the District to collect elevation data to aid in this study. There are two contracts – one for \$6,000 and one for \$9,998. Motion made to approve and authorize the chair to sign both contracts with the Squaxin Island Tribe as presented. (M – O’Day, S – Miller, Passed – Unanimously)

Cost Share Application NS-SH-09 –

Evan presented information on this cost share application (NS-SH-09). This is a project located on Kamilche Point between Little Skookum Inlet, Oyster Bay, and Totten Inlet. The total for this application is \$25,800 with 75% (\$19,350) coming from SCC and 25% (\$6,450) coming from the Cooperator. Motion made to approve cost share application NS-SH-09 as presented. (M – O’Day, S – Miller, Passed – Unanimously)

Public Comment Period –

No public comment was made.

With no further business on the special meeting agenda the meeting adjourned at 5:09 pm.