

PACIFIC CONSERVATION DISTRICT

Pacific Conservation District Office, South Bend, WA

BOARD OF SUPERVISOR'S MEETING

Thursday, October 3rd, 2018 5:00-7:00 p.m.

BOARD OF SUPERVISORS:

Chair- Bob Falkner

Vice Chairman-Nick Somero

Auditor – Al Lougheed

Member- Victor Niemcziek

Member-Brian Sheldon

ATTENDANCE: Al Lougheed, Nick Somero, Brian Sheldon (via phone), Bob Falkner, Mike Nordin, Megan Martin Aust, Courtney Hagain, Tom Kollasch, Amber Stigall, Brandon Carman, Jim Getchman, Ryan Wysocki, David Rose, Gavin Glore, Melissa Gonzales, David Houk, Anthony Waldrop, Carl Waara, Kyle Deerkop, Logan Zepp and Gary Waltenburg.

CALL TO ORDER: Bob Falkner called the meeting to order at 5:05 p.m.

Approval of the Minutes:

- The board reviewed the minutes from the September 2018 Regular Board Meeting. Nick Somero moved to accept the September 2018 Regular Board Meeting minutes. Brian Sheldon seconded the motion.

Finance Report:

- The board reviewed the Financial Report for the month of September 2018. Nick Somero moved to approve the September 2018 Finance Report. Brian Sheldon seconded the motion. The motion was carried unanimously by voice vote.

Payment of the Bills:

- The board reviewed the bills for the month of September 2018. Nick Somero moved to pay the bills for September 2018. Warrant numbers ranged from 3646 through 3672 with VOIDED 3647 and 12 EFTS'. Nick Somero seconded the motion. Brian Sheldon abstained from the vote. The motion carried unanimously by voice vote.

Vehicle and Building Report

- Mike Nordin reported that everything is great and that we have a new sign in front of the building.

Old Business:

1. **Policy Manual Changes/Updates-** The Board discussed at length the Policy Manual and gave their recommendations to Amber Stigall to have ready at the next board meeting with the exception of two sections being approved. **New Employee Probationary Period:** Amber updated this section with the HCA and PEBB guidelines. Al Lougheed made a motion to approve the New Employee Probationary Period section. Nick Somero seconded the motion. The motion carried unanimously by voice vote. **Working from home:** A copy of the WSCC working from home policy was submitted. Nick Somero made a motion to adopt the WSCC Policy. Al Lougheed seconded the motion. The motion carried unanimously by voice vote.
2. **Dillie Law Services** – Tom Kollasch explained to the board that Dillie would charge us at \$250 for the first 15 hours any month and \$325 per hour in excess of 15 hours a month.

New Business:

1. David Rose reported that the SW Team for EQIP had 75 valid applications for FY2018. CSP received 7 valid applications as well. There was a policy change that doesn't allow Resource Conservationists to attend night meetings outside of normal scheduled work hours, so until that changes Ryan will not be able to attend PCD Board meetings as an NRCS Employee.

2. Megan Martin Aust presented the board with the equipment rates list that the Lewis Conservation District is using that was approved by the Chehalis FSA COC Board. Nick Somero made a motion to adopt the Equipment Rates list. Al Lougheed seconded the motion. The motion carried unanimously by voice vote.
3. Mike Nordin presented the board with a Monitoring Agreement with Department of Ecology for the North Cove Project. It is providing an additional \$11,000 for monitoring on the project. Nick Somero made a motion to approve the Monitoring Agreement with the Department of Ecology. Al Lougheed seconded the motion. The motion carried unanimously by voice vote.
4. Brandon Carman presented a landowner agreement for Tim Haatia for the Salmon Creek Restoration Project in Naselle. Nick Somero made a motion to approve the landowner agreement. Al Lougheed seconded the motion. The motion carried unanimously by voice vote. Courtney Hagain presented landowner agreements for Cindy Pierce and Arlene Vessey, both for fencing on their farms. Nick Somero made a motion to approve the landowner agreements. Brian Sheldon seconded the motion. Al Lougheed abstained from the vote. The motion carried unanimously by voice vote. Courtney Hagain also presented the board with three finished Cost Share Contracts for Carole and Woody Pierson, Pete Portmann and Bob Rockett. Nick Somero made a motion to approve the contracts. Al Lougheed seconded the motion. The motion carried unanimously by voice vote.
5. Amber Stigall presented the board with bill from OTAK for the Smith Creek Project. She reported that she has already paid \$15,000 and would like to pay the remaining balance of \$25,342.55 when funds become available after vouchers come in. Al Lougheed made a motion to approve payment of the OTAK bill upon available funds. Nick Somero seconded the motion. The motion carried unanimously by voice vote.

Discussions

6. Nick Somero requested all staff send meeting agendas to Board before they happen in the care that the board would like to attend the same meetings.
7. Mike Nordin reported that we have scheduled two meetings for the 5-year Long Range Plan. One will be held on October 15th in Long Beach at the Administration Building at 6 P.M. The second meeting will be held on October 16th in South Bend at the Annex Building at 6 P.M.
8. All staff gave presentations to both PCD and GHCD Board of Supervisors.

The next meeting is scheduled for November 7th, 2018 6-8 P.M.

With no further business, the meeting adjourned at 8:26 P.M.

Mike Nordin, PCD Manager

Chair, Carl Waara

Motions:

- **Nick Somero moved to accept the September 2018 Regular Board Meeting minutes. Brian Sheldon seconded the motion.**
- **Nick Somero moved to approve the September 2018 Finance Report. Brian Sheldon seconded the motion. The motion was carried unanimously by voice vote.**
- **Nick Somero moved to pay the bills for September 2018. Warrant numbers ranged from 3646 through 3672 with VOIDED 3647 and 12 EFTS'. Nick Somero seconded the motion. Brian Sheldon abstained from the vote. The motion carried unanimously by voice vote.**
- **Al Lougheed made a motion to approve the New Employee Probationary Period section. Nick Somero seconded the motion. The motion carried unanimously by voice vote.**
- **Nick Somero made a motion to adopt the WSCC Policy. Al Lougheed seconded the motion. The motion carried unanimously by voice vote.**

- **Nick Somero made a motion to adopt the Equipment Rates list. Al Lougheed seconded the motion. The motion carried unanimously by voice vote.**
- **Nick Somero made a motion to approve the Monitoring Agreement with the Department of Ecology. Al Lougheed seconded the motion. The motion carried unanimously by voice vote.**
- **Nick Somero made a motion to approve the landowner agreement. Al Lougheed seconded the motion. The motion carried unanimously by voice vote.**
- **Nick Somero made a motion to approve the landowner agreements. Brian Sheldon seconded the motion. Al Lougheed abstained from the vote. The motion carried unanimously by voice vote.**
- **Nick Somero made a motion to approve the contracts. Al Lougheed seconded the motion. The motion carried unanimously by voice vote.**
- **Al Lougheed made a motion to approve payment of the OTAK bill upon available funds. Nick Somero seconded the motion. The motion carried unanimously by voice vote.**