

GRAYS HARBOR CONSERVATION DISTRICT

MINUTES – March 17, 2017 10:00 a.m.

LOCATION: 330 PIONEER AVENUE WEST

MONTESANO, WA 98563

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The Grays Harbor Conservation District (GHCD) meeting was called to order at 10:01 a.m. by Vice Chair Steve Hallstrom. Grays Harbor Conservation District Supervisors in attendance were Steve Hallstrom; Vice Chair, Gary Waltenburg; Auditor, Janet Strong, and Kyle Deerkop. Grays Harbor Associate Supervisor Brady Engvall was also present. PCD/GHCD staff members present included: Mike Nordin; District Manager, Kim Smith; Riparian Resource Specialist, Gavin Glore; SW Area Engineer, Janice Wetterauer; Administrative Assistant, and Brandon Carman; Fisheries Technician. Partners in attendance were Stu Trefry; WSCC, Dave Roser; NRCS, and Noah Bates; NRCS.

**MOTION(S)**

The Grays Harbor Conservation District Board of Supervisors reviewed the February Board Meeting minutes. Gary Waltenburg made a motion to accept the February 17, 2017 minutes as amended by Stu Trefry. A second was made by Kyle Deerkop. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the March 17, 2017 financial report. Kyle Deerkop made a motion to accept the March 17, 2017 financial report and a second was made by Janet Strong. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the February 17, 2017 financial statement. Gary Waltenburg made a motion to pay checks #7277-7290 and EFTs totaling \$20,441.92. A second was made by Kyle Deerkop. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed the LiDAR Clearinghouse Project Agreement. Kyle Deerkop made a motion to accept funding for developing the LiDAR clearinghouse. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed the LiDAR contract with Quantum Spatial for the Hoquiam Surge Plain project. Janet Strong made a motion to accept the LiDAR contract for the Hoquiam Surge Plain project. A second was made by Kyle Deerkop. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed the Boyer Irrigation Management Cost Share. Kyle Deerkop made a motion to accept the Boyer Cost Share Agreement. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed Supervisor eligibility for being assignees on the Engineer Savings Account. Kyle Deerkop made a motion to approve Carl Waara, Steve Hallstrom, Gary Waltenburg, Janet Strong, and Kyle Deerkop to be eligible signers on the Engineer

Savings Account. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed the Interagency Agreement between DNR & GHCD. Gary Waltenburg made a motion to accept the Interagency Agreement between DNR & GHCD. A second was made by Steve Hallstrom. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed the NRCS Task Order for Forestry Services. Gary Waltenburg made a motion to accept the NRCS Task Order. A second was made by Steve Hallstrom. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed paying the Sharon Grange for use of the room. Gary Waltenburg made a motion to pay the Sharon Grange \$50.00 for use of their room. A second was made by Janet Strong. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed the Lower Satsop Agreement. Gary Waltenburg made a motion to accept the Lower Satsop Agreement contingent on the Agreement dates being correct and having the ability to obtain cash advances for construction. A second was made by Janet Strong. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed transferring the SW Area Engineer's vehicle title into GHCD ownership. Janet Strong made a motion to pay \$47.25 to transfer the title into GHCD possession. A second was made by Kyle Deerkop. The motion passed unanimously by voice vote.

### **NRCS REPORT**

A paper report was provided by Noah Bates. Noah reported that he is working on a 2<sup>nd</sup> batching for EQIP contracts which include some thinning and comprehensive nutrient management plans. Noah reported that the deadline for the third batching of EQIP projects is April 21. Noah reported that the Local Work Group meeting this month is in Chehalis.

### **SCC REPORT**

Stu Trefry reported on his work for the previous month. Stu reported that the Chehalis Flood Authority money has been extended to the end of the calendar year and he is working with RCO to obtain cash advances for the Flood Authority projects. Stu reported that CPDS is under revision and a new training will soon be available for using the new CPDS program. Stu reported that a questionnaire will soon be sent out to all Conservation Districts regarding how District's use their Commission-provided funding. Stu reported that he is trying to schedule a board workshop for the GHCD board.

### **PROJECTS REPORT**

Employees provided paper project reports to Supervisors prior to the board meeting.

## **DISCUSSION**

The Grays Harbor Conservation District Board of Supervisors discussed the Employee Policy Manual Benefits. Further discussion on the topic was tabled for the April board meeting.

The Grays Harbor Conservation District Board of Supervisors discussed the new condensed financial report. The Supervisors came to a consensus decision that the condensed report will be presented at each board meeting, but the larger report will still be emailed to all supervisors in advance of each board meeting.

## **MOTION(S) SUMMARY**

**Motion #1:** Gary Waltenburg made a motion to accept the February 17, 2017 board meeting minutes as amended by Stu Trefry. A second was made by Kyle Deerkop. The motion passed unanimously by voice vote.

**Motion #2:** Kyle Deerkop made a motion to accept the March 17, 2017 financial report. A second was made by Janet Strong. The motion passed unanimously by voice vote.

**Motion #3:** Gary Waltenburg made a motion to pay checks #7277-7290 and EFTs totaling \$20,441.92. A second was made by Kyle Deerkop. The motion passed unanimously by voice vote.

**Motion #4:** Kyle Deerkop made a motion to accept funds for developing the LiDAR clearinghouse. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

**Motion #5:** Janet Strong made a motion to accept the LiDAR contract for the Hoquiam Surge Plain Project. A second was made by Kyle Deerkop. The motion passed unanimously by voice vote.

**Motion #6:** Kyle Deerkop made a motion to accept the Boyer Cost Share Agreement. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

**Motion #7:** Kyle Deerkop made a motion to approve Carl Waara, Steve Hallstrom, Gary Waltenburg, Janet Strong, and Kyle Deerkop as eligible signers on the Engineer Savings Account. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

**Motion #8:** Gary Waltenburg made a motion to accept the Interagency Agreement between the DNR & GHCD. A second was made by Steve Hallstrom. The motion passed unanimously by voice vote.

**Motion #9:** Gary Waltenburg made a motion to accept the NRCS Task Order. A second was made by Steve Hallstrom. The motion passed unanimously by voice vote.

**Motion #10:** Gary Waltenburg made a motion to pay the Sharon Grange \$50.00 for use of their room. A second was made by Janet Strong. The motion passed unanimously by voice vote.

**Motion #11:** Gary Waltenburg made a motion to accept the Lower Satsop Agreement contingent on the Agreement dates being correct and having the ability to obtain cash advances for construction. A second was made by Janet Strong. The motion passed unanimously by voice vote.

**Motion #12:** Janet Strong made a motion to pay \$47.25 to transfer the SW Area Engineer's vehicle title into GHCD ownership. A second was made by Kyle Deerkop. The motion passed unanimously by voice vote.

**NEXT MEETING:** 10:00 a.m. April 21, 2017 at 330 Pioneer Avenue West, Montesano, WA 98563

**Meeting ADJOURNED** 11:56 a.m.

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Mike Nordin, Manager

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Chair, Carl Waara