

GRAYS HARBOR CONSERVATION DISTRICT

MINUTES – April 20, 2018 10:00 a.m.

LOCATION: 330 PIONEER AVENUE WEST

MONTESANO, WA 98563

The Grays Harbor Conservation District (GHCD) meeting was called to order at 10:01a.m. by Chair Carl Waara.

Grays Harbor Conservation District Supervisors in attendance were, Carl Waara; Chair, Kyle Deerkop; Vice Chair, Gary Waltenburg; Auditor, Logan Zepp; Supervisor and Brady Engvall; Associate Supervisor.

GHCD/PCD Staff members present included David Houk; Stewardship Forester, Tom Kollasch; Watershed Restoration Program Manager, Brandon Carman; Project Manager, Anthony Waldrop; Watershed Restoration Specialist, Melissa Gonzales; Financial Administrator, Gavin Glore; SW Area District Engineer, and Mike Nordin; District Manager via phone.

Partners in attendance were Stu Trefry; SCC, Shawn Ultican; DOE, Jennifer Riedmayer; DOE and Noah Bates; NRCS.

Members of the public in attendance were Stephen Willis and Tammie Perreault.

MOTION(S)

The Grays Harbor Conservation District Board of Supervisors reviewed the March 16, 2018 Board Meeting minutes. Kyle Deerkop made a motion to approve the March 16, 2018 meeting minutes. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the April 3, 2018 Board Meeting minutes. Logan Zepp made a motion to approve the April 3, 2018 meeting minutes. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the Financial Report. Kyle Deerkop made a motion to approve the Financial Report. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the April bills. Gary Waltenburg made a motion to pay checks 7436-7447 and EFTs totaling \$28,664.50. A second was made by Kyle Deerkop. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the RCO Application Authorization for the Wishkah Project. Kyle Deerkop made a motion to approve the RCO Application Authorization for the Wishkah Project. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the Landowner Agreement with David Trusty of DC Farms. Gary Waltenburg made a motion to approve the Landowner Agreement with

David Trusty of DC Farms. A second was made by Logan Zepp. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the ASRP Outreach Contract Addendum. Kyle Deerkop made a motion to approve the ASRP Outreach Contract Addendum. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed the pending Farm Pad Contract Addendum. Kyle Deerkop made a motion to approve the Farm Pad Contract Addendum in advance. A second was made by Logan Zepp. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the \$8,770.51 Cash Advance for the Hoquiam Project. Kyle Deerkop made a motion to approve the \$8,770.51 Cash Advance for the Hoquiam Project. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

NRCS REPORT

Noah Bates provided a verbal report on NRCS activities and upcoming deadlines.

SCC REPORT

Stu Trefry provided a report for the SCC. Stu reported on funding matters related to the District and upcoming meetings.

DOE REPORT

Jennifer Riedmayer provided a verbal report of DOE activities and passed out recently developed handouts. Shawn Ultican reported on recent shellfish growing regulations.

Projects REPORT

District employees provided written project reports to Supervisors prior to the board meeting.

District employees gave verbal reports during the board meeting.

DISCUSSION

A discussion was held regarding how much and how long benefits can be accrued. **Action item:** Melissa Gonzales will provide these numbers at the next board meeting.

A discussion was held regarding whether or not to approve the farm pad contract addendum in advance. Stu Trefry recommended approving the addendum in advance.

A discussion was held regarding shellfish regulations.

A discussion was held regarding how to address growing forestry needs with limited staff time.

A discussion was held regarding the development of a District organization chart and/or a gap analysis. **Action item:** Mike Nordin will put together an organization chart and a list of organizational gaps for the next board meeting.

A discussion was held regarding board members having access to 'boilerplate' agreement forms ahead of board meetings. **Action item:** Brandon Carman will send pertinent forms to board members to review in advance of upcoming board meetings.

MOTION(S) SUMMARY

Motion #1: Kyle Deerkop made a motion to approve the March 16, 2018 meeting minutes. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #2: Logan Zepp made a motion to approve the April 3, 2018 meeting minutes. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #3: Kyle Deerkop made a motion to approve the Financial Report. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #4: Gary Waltenburg made a motion to pay checks 7436-7447 and EFTs totaling \$28,664.50. A second was made by Kyle Deerkop. The motion passed unanimously by voice vote.

Motion #5: Kyle Deerkop made a motion to approve the RCO Application Authorization for the Wishkah Project. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #6: Gary Walternburg made a motion to approve the Landowner Agreement with David Trusty of DC Farms. A second was made by Logan Zepp. The motion passed unanimously by voice vote.

Motion #7: Kyle Deerkop made a motion to approve the ASRP Outreach Contract Addendum. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #8: Kyle Deerkop made a motion to approve the Farm Pad Contract Addendum in advance. A second was made by Logan Zepp. The motion passed unanimously by voice vote.

Motion #9: Kyle Deerkop made a motion to approve the \$8,770.51 Cash Advance for the Hoquiam Project. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

NEXT MEETING 10:00 a.m. Friday May 18, 2018 at 330 Pioneer Avenue West, Montesano, WA 98563

MEETING ADJOURNED 11:29 a.m. by Chair Carl Waara

Mike Nordin, Manager

Chair, Carl Waara