

GRAYS HARBOR CONSERVATION DISTRICT

MINUTES – July 19, 2019 10:00 a.m.

GHCD Office
330 PIONEER AVENUE WEST
MONTESANO, WA 98563

The Grays Harbor Conservation District (GHCD) meeting was called to order at 10:02 a.m. by Chair Carl Waara

Grays Harbor Conservation District Supervisors in attendance were: Carl Waara, Chair; Gary Waltenburg, Auditor; Lisa Zaborac, Supervisor; and Brady Engvall, Associate Supervisor.

GHCD Staff members present were: Melissa Gonzales, Financial Administrator; Anthony Waldrop, Watershed Restoration Specialist; Natalie Osowski, Voluntary Stewardship Program Specialist; David Houk, Stewardship Forester; Mike Nordin, District Manager; Tom Kollasch, Watershed Restoration Program Manager and Jim Getchman, Natural Resource/CREP Technician.

Partners in attendance were: Noah Bates, Natural Resources Conservation Service (NRCS); Stu Trefry, Washington State Conservation Commission (WSCC) and Jen Riedmayer, Department of Ecology (ECY).

Public in attendance: none

There were no public comments.

No items were added to the agenda.

MOTION(S)

The Grays Harbor Conservation District Board of Supervisors reviewed the June 21, 2019 Board Meeting minutes. Gary Waltenburg made a motion to approve the June 21, 2019 meeting minutes. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the Financial Report. Lisa Zaborac made a motion to approve the Financial Report with the inclusion of the \$53.12 correction to be made. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the bills. Gary Waltenburg made a motion to pay checks 7626-7647 and EFTs totaling \$34,013.07. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the WSCC Master Contract. Gary Waltenburg made a motion to approve the WSCC Master Contract. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the Austin Cost-Share Contract Close Out. Gary Waltenburg made a motion to approve the Austin Cost-Share Contract Close Out. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed the Authorized Signatures Form. Carl Waara made a motion to approve the Authorized Signatures Form with signing authority staying consistent with last biennium's form (Board of Supervisors in all 3 sections; Melissa Gonzales in Section 2), with the addition of the District Manager to Section 3 of the form. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the Salmon Recovery Funding Board (SRFB) Applicant Authorization Resolution for Project #19-1459. Lisa Zaborac made a motion to approve the SRFB Applicant Authorization Resolution for Project #19-1459 with the addition of 'Carl Waara, Board Chair or his designee'. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the Cost Share and Landowner Labor Rate Resolution. Lisa Zaborac made a motion to approve the Cost Share and Landowner Labor Rate Resolution with the addition of '80%, 90%, 100%' for the cost share rates and \$22 per hour for the landowner labor rate. A second was made by Carl Waara. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the Grays Harbor County VSP Contract Amendment. Lisa Zaborac made a motion to approve the Grays Harbor County VSP Contract Amendment. A second was made by Carl Waara. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the addendum approval for a Natural Resource Investments (NRI) award of \$116,875.00. Gary Waltenburg made a motion to accept the NRI award of \$116,875.00. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed approval for an Implementation award of \$95,600. Lisa Zaborac made a motion to accept the Implementation award of \$95,600. A second was made by Carl Waara. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed approval for a Professional Engineering (PE) Grant award of \$75,000. Lisa Zaborac made a motion to accept the PE Grant award of \$75,000. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed approval for a Conservation Reserve Enhancement Program (CREP) award of \$4,700 for July. Lisa Zaborac made a motion to accept the CREP award of \$4,700 for July. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed the Statewide Payee Registration Form. Gary Waltenburg made a motion to approve the Statewide Payee Registration Form in order to apply for a vendor number. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the County Fair Booth Contract. Gary Waltenburg made a motion to approve the County Fair Booth Contract. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

NRCS REPORT

Noah Bates provided a written and verbal NRCS report.

WSCC REPORT

Stu Trefry provided a verbal WSCC report.

ECY REPORT

Jen Riedmayer provided a written and verbal Department of Ecology report.

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 about the allocation of WSCC funds for Orca Recovery.

A discussion was held about the Department of Ecology process of developing clean water guidance for agriculture. Concerns were expressed by the Board as to how this guidance would impact farmers and whether there would be regulatory components to the guidance. Stu Trefry suggested that the Grays Harbor Voluntary Stewardship Program would be a good venue for Ecology to have some of these conversations.

A discussion was held about the City of Hoquiam – Contract for Forestry Services. **Action Item:** Dave Houk will speak with the City of Hoquiam to get more information about the city permit requirement under the contract.

A discussion was held about GHCD cell phones. **Action Item:** Bring policy ideas and specific amounts to the next board meeting.

A discussion was held about GHCD vehicles. **Action Item:** Jim Getchman will do research on vehicle options.

A discussion was held about the Middle Fork Hoquiam RCO Project Agreement. A decision was made to not sign the contract until more details are gathered around potential funding match.

MOTION(S) SUMMARY

Motion #1: Gary Waltenburg made a motion to approve the June 21, 2019 meeting minutes. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

Motion #2: Lisa Zaborac made a motion to approve the Financial Report with the inclusion of the \$53.12 correction to be made. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #3: Gary Waltenburg made a motion to pay checks 7626-7647 and EFTs totaling \$34,013.07. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

Motion #4: Gary Waltenburg made a motion to approve the WSCC Master Contract. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

Motion #5: Gary Waltenburg made a motion to approve the Austin Cost-Share Contract Close Out. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

Motion #6: Carl Waara made a motion to approve the Authorized Signatures Form with signing authority staying consistent with last biennium's form (Board of Supervisors in all 3 sections; Melissa Gonzales in Section 2), with the addition of the District Manager to Section 3 of the form. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #7: Lisa Zaborac made a motion to approve the SRFB Applicant Authorization Resolution for Project #19-1459 with the addition of 'Carl Waara, Board Chair or his designee'. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #8: Lisa Zaborac made a motion to approve the Cost Share and Landowner Labor Rate Resolution with the addition of '80%, 90%, 100%' for the cost share rates and \$22 per hour for the landowner labor rate. A second was made by Carl Waara. The motion passed unanimously by voice vote.

Motion #9: Lisa Zaborac made a motion to approve the Grays Harbor County VSP Contract Amendment. A second was made by Carl Waara. The motion passed unanimously by voice vote.

Motion #10: Gary Waltenburg made a motion to accept the NRI award of \$116,875.00. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

Motion #11: Lisa Zaborac made a motion to accept the Implementation award of \$95,600. A second was made by Carl Waara. The motion passed unanimously by voice vote.

Motion #12: Lisa Zaborac made a motion to accept the PE Grant award of \$75,000. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #13: Lisa Zaborac made a motion to accept the CREP award of \$4,700 for July. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #14: Gary Waltenburg made a motion to approve the Statewide Payee Registration Form in order to apply for a vendor number. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

Motion #15: Gary Waltenburg made a motion to approve the County Fair Booth Contract. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

NEXT MEETING 10:00 a.m. Friday August 16, 2019 at 330 Pioneer Avenue West, Montesano, WA 98563

MEETING ADJOURNED 12:12 PM by Chair Carl Waara

Mike Nordin, Manager

Chair, Carl Waara