

GRAYS HARBOR CONSERVATION DISTRICT

MINUTES – August 16, 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 10:05 a.m. by Vice-Chair Kyle Deerkop

Grays Harbor Conservation District Supervisors in attendance were: Kyle Deerkop Vice-Chair; Gary Waltenburg, Auditor; and Lisa Zaborac, Supervisor.

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

Partners in attendance were: Noah Bates, Natural Resources Conservation Service (NRCS); Shawn Ultican and Jen Riedmayer, Department of Ecology (ECY).

Public in attendance: none

There were no public comments.

Items added to the agenda: Smartsheet Purchase Approval

MOTION(S)

The Grays Harbor Conservation District Board of Supervisors reviewed the July 19, 2019 Board Meeting minutes. Lisa Zaborac made a motion to approve the July 19, 2019 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 August 1, 2019 Board Meeting minutes. Lisa Zaborac made a motion to approve the August 1, 2019 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. 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 7648-7658 and EFTs totaling \$37,834.95. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed shellfish funding approval. Gary Waltenburg made a motion to approve shellfish funding of \$6250. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the George Riches Pumping Plant shellfish project contract of \$6250. Gary Waltenburg made a motion to approve the George Riches Pumping Plant shellfish project contract of \$6250. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the RCO Cash Advance Agreement Form. Gary Waltenburg made a motion to approve the RCO Cash Advance Agreement Form. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors reviewed the RCO Fiscal Data Collection Sheet. Lisa Zaborac made a motion to authorize the RCO Fiscal Data Collection Sheet. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

The Grays Harbor Conservation District Board of Supervisors discussed the purchase of Smartsheet software. Gary Waltenburg made a motion to approve the purchase of Smartsheet. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

EXECUTIVE SESSION

The Grays Harbor Conservation District Board of Supervisors entered an Executive Session to evaluate the qualifications or performance of a public employee/official at 11:25am. The Supervisors exited the Executive Session at 11:45 a.m. A decision was made during the Executive Session to increase employee compensation. Lisa Zaborac made a motion for a \$3 an hour pay increase for Anthony Waldrop and a \$2 an hour pay increase for Brandon Carman for additional job duties to be performed; Gary Waltenburg seconded the motion. The motion passed unanimously by voice vote. An amendment was passed to set the start date of the raises at August 1st, 2019.

NRCS REPORT

Noah Bates provided a written and verbal NRCS report.

WSCC REPORT

There was no WSCC report

ECY REPORT

Jen Riedmayer and Shawn Ultican provided written and verbal Department of Ecology reports.

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 Operational Agreement between NRCS and the Conservation District.
Action item: Put Operational Agreement on September board meeting agenda for review.

An update was given by Ecology staff about the ag water quality BMP guidance documents and the need for developing a communication plan for the rollout of the guidance.

A discussion was held about the misleading marketing of Department of Ecology drought funding assistance.

A discussion was held about issues with the Farm Services Agency (FSA) and how the issues impact the District's programs/projects. **Action Item:** Draft a letter with specific examples that the board can review and sign.

A discussion was held about the timeline for no-till drill rental availability. There is concern that if it stays in the WDFW outdoor lot, it will be damaged during the winter. **Action item:** Staff will talk with Scott Harris about options for getting the drill to a safe spot for winter storage.

MOTION(S) SUMMARY

Motion #1: Lisa Zaborac made a motion to approve the July 19, 2019 meeting minutes. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #2: Lisa Zaborac made a motion to approve the August 1, 2019 meeting minutes. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #3: 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 #4: Gary Waltenburg made a motion to pay checks 7648-7658 and EFTs totaling \$37,834.95. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

Motion #5: Gary Waltenburg made a motion to approve shellfish funding of \$6250. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

Motion #6: Gary Waltenburg made a motion to approve the George Riches Pumping Plant shellfish project contract of \$6250. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

Motion #7: Gary Waltenburg made a motion to approve the RCO Cash Advance Agreement Form. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

Motion #8: Lisa Zaborac made a motion to authorize the RCO Fiscal Data Collection Sheet. A second was made by Gary Waltenburg. The motion passed unanimously by voice vote.

Motion #9: Gary Waltenburg made a motion to approve the purchase of Smartsheet. A second was made by Lisa Zaborac. The motion passed unanimously by voice vote.

Motion #10 (Executive Session): Lisa Zaborac made a motion for a \$3 an hour pay increase for Anthony Waldrop and a \$2 an hour pay increase for Brandon Carman for additional job duties to be performed; Gary Waltenburg seconded the motion. The motion passed unanimously by voice vote. An amendment was passed to set the start date of the raises at August 1st, 2019.

NEXT MEETING 10:00 a.m. Friday September 20, 2019 at 330 Pioneer Avenue West, Montesano, WA 98563

MEETING ADJOURNED 11:46 PM by Vice-Chair Kyle Deerkop

Mike Nordin, Manager

Chair, Carl Waara