



**Kittitas County Conservation District**  
**607 E. Mountain View Ave - Ellensburg, WA 98926 - Phone (509) 925-8585 - Fax (509) 925-8591**

**Board of Supervisors Meeting**

**June 10, 2010                      7:00 AM**

**ATTENDANCE**

<p><b>Mark Moore, Chair</b>  <b>Lynn Brown, Vice-Chair</b>  <b>Jeff Brunson, District Auditor</b>  <b>Bill Boyum, Member</b>  <b>Ron Gibb, Member</b>  <b>Sky Shelton, Associate Supervisor</b></p>	<p><b>KCCD Staff:</b>  Anna Lael, District Manager  Sara Leist, Financial Manager  Suzanne Wade, GIS Specialist  Mark Crowley, Resource Technician  Sherry Swanson, Project Manager  Ryan Roberts, Engineer</p>
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- I. **Call to Order-** Chair Mark Moore called the meeting to order at 7:02 pm.
- II. Chairman Mark Moore congratulated Bill Boyum as the new KCCD appointed supervisor. Mark also nominated Sky as an associate Supervisor.  
**MOTION** – Nominate Sky Shelton as an Associate Supervisor for the Kittitas County Conservation District.  
**Lynn Brown**, seconded by **Ron Gibb** *Passed Unanimously*
- III. **Approve Bills**  
Bills to be approved
- IV. **Approve Accountant’s Report, Meeting Minutes and Bills.**  
**MOTION** –Approve the May 13th Board Meeting Minutes and May Accountant’s Report.  
**Lynn Brown**, seconded by **Ron Gibb** *Passed Unanimously*  
  
**MOTION** - Approve check numbers 11463 through 11513 for a total of \$89,033.31 (Payroll Checks 11463-11469, and 11510-11513).  
**Ron Gibb**, seconded by **Lynn Brown** *Passed Unanimously*
- V. **Old Business**
  - A. **NRCS Report– Sarah was not in attendance.** Anna passed on that that there is a new CSP deadline of June 25<sup>th</sup>.
  - B. **KCCD Project Reports (See Monthly Reports)**
    - 1. **Irrigation Efficiencies** – See Mark Crowley’s report. Mark C. reported that he turned in an application for a 15 acre pivot for Acheson Ranch LLC, because there is some additional cost share funding in the Irrigation Efficiencies Program. Anderville Farms may be interested in applying for funding as well.

2. **Implementation** - Mark C. informed the Board that all projects are done and cost share has been paid to the landowners. Applications for the next round of small acreage projects will go out in August.
3. **BPA YTAHP** – See staff reports. Anna informed the Board that technical reviews for the SRF Board applications will be on June 22<sup>nd</sup>. Applications include Coleman/EWC, and Teanaway/Red Bridge. Jeff Brunson asked Anna to find out how much the county is willing to contribute to the Coleman Project since a County bridge will be removed.
  - i. **Lmuma Creek Project** – The fencing cost share portion of this project is complete as of May 31<sup>st</sup>. Mark went out to the site to take fencing measurements and the cost share payment will be based on those measurements. It is less than budgeted amount.
  - ii. **Coleman Nisbet Project** – The automated gate was having some problems but overall the landowner is pleased with this project.
  - iii. **Coleman/EWC** – The 90% designs are completed. The estimated project cost is \$720,000 to \$760,000.
  - iv. **Cherry Creek** – The 30% designs are complete for this project.
4. **Manastash Restoration Project** – See staff reports.
  - i. **Screen Facilities Update**
    1. **Barnes Road** – There has been an issue with the compressor, it has not been working correctly since the end of May. Sherry and Anna are working with the contractor and the engineer to fix the issues.
    2. **MWDA**- The compressor at this site hasn't had the same issues as the compressor at Barnes Road. HDR is still working on final clean-up with the landowner.
    3. **Keach-Jensen** – Comments have been given to engineer. Anna would like the bid documents to go out in late June with a construction date sometime late summer or early fall. The irrigators are interested in designs and the sketch from the engineer is almost ready. One landowner has signed an easement and one continues to negotiate with BPA. HDR will have the contract for this project and they are likely to contract with Belsaas & Smith to do construction.
  - ii. **O&M Fund** - Anna informed the Board that the O&M Fund of \$75,000 will be administered by the district. We've looked into several options and found the best rate through a "preferred checking" account at Yakima Federal Savings & Loan. The interest rate is 1.15%.
 

**MOTION** – Approve to open an account at Yakima Federal Savings & Loan for the O&M Fund of \$75,000.

**Ron Gibb**, seconded by **Jeff Brunson**                      Passed Unanimously
  - iii. **Instream Flow Enhancement Updates**

## 1. Pipeline projects

a. **Funding Sources** - Anna will be submitting an AWEPP grant application for approximately \$978,000 in conjunction with the easements for pipelines.

### b. Easement Negotiations –

**At 7:52 am, Mark Moore announced that the board will be in executive session for 25 minutes to discuss easement negotiations pursuant to RCW 42.30.110, section 1-C.**

**The Board came out of executive session at 8:16 am.**

**MOTION** – Authorized Anna to approve up to \$40,000 for negotiations on consolidated and MWDA pipeline easements.

**Lynn Brown**, seconded by **Ron Gibb** *Passed Unanimously*

2. **Reed Measuring Structures** – Anna received a cost estimate from Belsaas & Smith for \$31,085.00 plus tax. The Board commented that this should be a low priority project and that the district should concentrate on the easement negotiations and constructing the pipelines. Anna will write a letter to the Steering Committee outlining the board's standpoint on this project.

5. **Water Metering** – There are no new contracts at this time.

## C. Special Assessment.

1. **Rural Service Center** – Anna learned that there is a piece of property on University Way that could be a potential building site. The price per square foot would be \$20. At this location, the price per square foot is approximately \$14. Anna spoke with Commissioner Jewell who is working on a possible project at the airport property that could include the district building. He is currently looking into grants and possible federal appropriations. The board said it is important to keep costs down for those federal agencies and other county agencies who could potentially be housed in the service center

2. **Red Bridge Road and Lambert Road Engineering** – Anna informed the Board that the district did not receive any responses from the sole source ad that was published in the Daily Record. There have been a few meetings regarding this project.

3. **Wild Horse CRM Project – Spring Developments** – Anna reported that there will be no grazing this spring. Suzanne has been doing the monitoring for this project.

D. **Personnel** – Brent's temporary position will be up mid July and Anna would like the Board to consider hiring Brent as full-time as a project position.

**MOTION** – Authorize the district to hire Brent on a full-time position with benefits on an as-needed basis.

**Jeff Brunson**, seconded by **Ron Gibb**

*Passed Unanimously*

E. **Biennium Budget Request** – Anna emailed the Board the budget requests she submitted to the Commission.

- F. **Plant Sale** – Sara included in the Board packets the scholarship reports from Julie at the Extension Office for the Ag Appreciation Day and also from Tara Affholter for bussing costs for 5<sup>th</sup> grade camp.

## VI. New Business

- A. **Single Federal Audit** – Anna reported that from what the district has been told, the Moses Lake or Wenatchee office will be starting our federal audit sometime between June 29<sup>th</sup> and July 6<sup>th</sup>.
- B. **Special Assessment Litigation** – Anna included legal documents in the board packets for review. The O&D suggestion was to ask for funds from districts to help contribute to attorney fees. The Board will wait for more information.
- C. **Teanaway Solar Reserve** – Patrick Ryan, and attorney who is representing the Teanaway Solar Reserve (TSR), is working with the County on to get this project permitted. TSR has offered to plant three trees for every tree that will be removed for the project. Patrick has requested the District's help in implementing a tree planting program that may be created out of this process. TSR and the County co-chair a Technical Advisory Committee that is working on the planting plan. The Board expressed concern with any involvement in the TSR project at this stage being viewed as an endorsement of the project. The Board directed Anna to continue to be involved, but to communicate that the District is not interested in implementing a program for TSR at this time. The Board also indicated that it would be important to provide technical assistance, if the County requested it as part of the Technical Advisory Committee.

## VI. Reports

**Anna Lael** (see attached)  
**Suzanne Wade** (see attached)  
**Sara Leist** (see attached)  
**Mark Crowley** (see attached)  
**DJ Shook** (see attached)  
**Ryan Roberts** (see attached)  
**Sherry Swanson** (see attached)

VII. **Adjournment** –Chair Mark Moore adjourned the meeting at 9:17 AM.

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### MOTIONS APPROVED:

**MOTION** – Nominate Sky Shelton as an Associate Supervisor for the Kittitas County Conservation District.  
**Lynn Brown**, seconded by **Ron Gibb** *Passed Unanimously*

**MOTION** –Approve the May 13th Board Meeting Minutes and May Accountant's Report.  
**Dale Dyk**, seconded by **Ron Gibb** *Passed Unanimously*

**MOTION** - Approve check numbers 11463 through 11513 for a total of \$89,033.31 (Payroll Checks 11463-11469, and 11510-11513).  
**Ron Gibb**, seconded by **Dale Dyk** *Passed Unanimously*

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**Ron Gibb**, seconded by **Jeff Brunson** *Passed Unanimously*

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**Lynn Brown**, seconded by **Ron Gibb** Passed Unanimously

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**Jeff Brunson**, seconded by **Ron Gibb** Passed Unanimously

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Recording Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Date