



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

**Board of Supervisors Meeting**

**March 11, 2010                      1:00 PM**

**ATTENDANCE**

<p><b>Mark Moore, Chair</b>  <b>Lynn Brown, Vice Chair</b>  <b>Jeff Brunson, District Auditor</b>  <b>Ron Gibb, Member</b>  <b>Jackie Brunson, Associate Supervisor</b></p>	<p><b>KCCD Staff:</b>  Anna Lael, District Manager  Sara Leist, Financial Manager  Mark Crowley, Resource Technician  Ryan Roberts, Engineer @ 1:50 pm  Sherry Swanson, Project Manager</p> <p><b>NRCS Staff:</b>  Sarah Troutman-Zahn  Doug Allen</p>
<p><b>Guests:</b> Mark Charlton, Kevin Eslinger, Russ Stingley, Steve Burris, Bill Boyum, Sky Shelton, Heather Simmons-Rigdon (South Central Washington RC&amp;D), Jon Culp (Conservation Commission).</p>	

**I. Call to Order-** Chair Mark Moore called the meeting to order at 1:02 pm.

**II. Approve Bills**

**III. Approve Accountant’s Report, Meeting Minutes and Bills.**

**MOTION** –Approve February Minutes and the and the February Accountant’s Report.  
**Jeff Brunson**, seconded by **Ron Gibb** *Passed Unanimously*

**MOTION** - Approve check numbers 11290 through 11336 for a total of \$298,081.51 (Payroll Checks 11290-11296, and 11333-11336).  
**Ron Gibb**, seconded by **Lynn Brown** *Passed Unanimously*

Guests: Mark Charlton presented the Board with an implementation proposal for the Wild Horse CRM spring development (see attached). Mark Charlton, Russ Stingley and Kevin Eslinger proposed to the Board a request for funds for \$37,700 for costs to improve spring developments that would allow for grazing on the CRM area. Costs include materials and cultural resources surveys. The work would be completed by Russ Stingley. Mark Charlton stated that this same proposal was presented to legislators and, while it may still be out there, he thinks it’s very unlikely that it will be funded through a legislative appropriation. The Board acknowledged all the work that has gone into the CRM process and how important it is to actually implement the plan. They asked about the use of the springs by wildlife. Russ stated that wildlife will use the springs much more than cattle will because of the shortened grazing season that’s part of the plan. Russ Stingley, Kevin Eslinger and Mark Charlton thanked the Board for considering the proposal and left the meeting.

The Board discussed the cost of the proposal and the benefits. While the proposal does benefit only two ranchers, it also benefits wildlife across a large area. The Board talked again about the importance of implementing grazing under the CRM plan.

**MOTION** – Approve \$37,700 for materials for the CRM Spring Development from the district's Special Assessment funds.

**Lynn Brown, seconded by Ron Gibb (Jeff Brunson opposed)** *Passed*

The Board directed staff to ensure that the funding is used only for materials purchased after the agreement is signed.

#### IV. Old Business

A. **NRCS Report**– See attached NRCS Report. Doug reported that the EQIP deadline is April 1<sup>st</sup> in order to obligate funds. Organic EQIP deadline is March 12<sup>th</sup>. There were 8 CSP applications in Upper Yakima. NRCS is not sure when the funds will be obligated.

#### B. KCCD Project Reports (See Monthly Reports)

a) **Irrigation Efficiencies** – See Mark Crowley's report. Mark C. informed the Board that there are some proposed modifications to screen boxes and modifications to the box that has not been screened. There will also be a fish screen and pipe installed to give Steve Burris access to his remaining creek water right. Mark C. said that the contract does need to be extended and his suggestion is to extend to the end of May. The Board asked Steve Burris if he thought this would work. He said yes.

**MOTION** – Approve time extension for the Burris Agreement to May 31, 2010.

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

Steve Burris left the meeting.

b) **Implementation** – There are two small project cost share agreements waiting for signature, two have already been signed. Lynn requested a matrix or spreadsheet showing the progress of the small cost share projects.

c) **BPA YTAHP** – See staff reports for full updates on current projects. The funds for this current cycle will be ending on March 31<sup>st</sup>. Anna is still working on potential procurement of materials. She has talked with North Yakima Conservation District about helping to pay for the Swauk Creek project's cultural resources survey.

i. **Coleman Nisbet Project** – The district is still waiting for the solution to the electrical issues. The electrician is coming next week for the surge protector and MRM will bury the conduit today or tomorrow.

ii. **Coleman/EWC** – The engineers have the 60% designs ready and they are working on the 90% designs. The Bridge was taken out by Mid Columbia Fisheries as it was condemned. The engineers have been instructed not to include the bridge in the plans.

iii. **Cherry Creek** – Anna is waiting to hear back from the turbine vendors.

iv. **3M Ditch** – Anna walked the site with the archeologist, Mark and Ryan. The landowners initially wanted individual pumps but that plan does not look

feasible. Now the district is looking at possibly two pump stations. The district is continuing to work with the landowners to come up with a plan.

- v. **Red Bridge/Lambert Road** – Engineer will look at 3M Ditch for pump station locations. The district has advertised for RFPs for this project through the MRSC.
- vi. **Greer Ditch** – The project was completed in one day.

Lynn reminded the Board that we did not approve the special meeting minutes from March 1<sup>st</sup>.

**MOTION** – Approve the March 1<sup>st</sup> Special Meeting Minutes.

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

**d) Manastash Restoration Project** – See staff reports.

**i. Screen Facilities Update**

- 1. **Barnes Road** – Anna presented change order #4 with Belsaas & Smith for \$1,788 plus tax for replacing the fish screen hold down tabs with a solid metal plate.

**MOTION** – Approve change order #4 with Belsaas & Smith for \$1,788 plus tax.

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

Anna informed the Board that HDR did a walkthrough of the project and recommends classifying it as substantially complete. The walk through included Fish & Wildlife, KCCD, Engineer, plumber and Belsaas & Smith. The punch list was created. Start-up is scheduled for the week of the 15<sup>th</sup>. The irrigators will need some on-site training of the facility.

**MOTION** – Approve Barnes Road Project as substantially complete per the Engineer's recommendation.

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

- 2. **MWDA-** The pours are done. The plumbers are working on the supply lines. The electricians should be there next week. Scheduled start-up is planned for the week of the 22<sup>nd</sup>.

**ii. Instream Flow Enhancement Updates**

- 1. **Pipeline projects** – The contract for the funding with the Department of Ecology for \$1,981,000 that was approved at the last meeting has been signed by DOE. There are some easement issues that Anna will be meeting with attorney Larry Martin to resolve tomorrow.

- 2. **Abandon Dam** – There was a meeting with the landowner on site who signed the permission to access form.

**3. Sprinkler Conversion Projects**

- a. **Gregerich** – Not all of the invoices are in yet, but the project is close to being completed.

4. **MWDA** – There was a pre-construction meeting with Belsaas & Smith and the irrigators. Work started on Tuesday, the slabs were poured today and the walls will be constructed early next week. The project is on schedule for a March 22<sup>nd</sup> start up.

e) **Water Metering** – Anna informed the Board that we have an amendment for the water metering contract for Reed, Hatfield, Anderson Consolidated project. Sherry pulled language from the ROE and included the language under “purpose” in the water metering contract. HDR holds that actual contract, but the water metering contract was reviewed by Ken Schuster with DOE.

**MOTION** – Accept the amendment to the water metering cost share contract for the Reed, Hatfield, Anderson Contract #C-037.

**Lynn Brown**, seconded by **Jeff Brunson**

*Passed Unanimously*

C. **Special Assessment** – Anna has been working on the report for the County Commissioners about the Special Assessment funds. Last year, the funds leveraged projects for firewise, PAM cost share, flood damage, small projects and the Acheson flood fencing project.

a) **Rural Service Center** – Anna and Suzanne met with Tressa Stadel from Wells Fargo to discuss various loan programs. They suggested that the architect should re-do the cost estimate and to not include the space for Fish & Wildlife. Suzanne talked to Rural Development. There are no programs that we qualify for right now due to the conflict of interest created by housing NRCS and FSA.

b) **Acheson Flood Fencing Project** – There is nothing for approval at this time. Thembi Borrás did a site visit to talk to the Achesons about trees. She’s going to do some research on cottonwoods.

c) **Red Bridge Road and Lambert Road Engineering** – Anna informed the Board that there is a meeting next week to review the designs on the 2 structures. The cost estimate is \$280,000. At this point, the project needs another funding source in order to complete with the proposed designs.

d) **Firewise** – Anna informed the Board that the district would like to open up the sign-up for the Firewise program and utilize funds that were not used at the last sign-up/cost share period.

**MOTION** – Approve to open the sign-up for the Firewise cost share program.

**Lynn Brown**, seconded by **Jeff Brunson (Ron Gibb Opposed)**

*Passed*

## V. **New Business**

A. **Personnel – Employee Evaluations** – Anna will be working on the employee evaluations next week. She would like to have a special meeting before the end of the month.

**Jon Culp, WCC** – The WCC budget request template will be coming out soon. There is some concern about funds that will not be spent by the end of the fiscal year. If districts know that they will not be spending over \$5,000 from a particular WCC grant, the WCC requests that you contact the grants staff and let them know. The legislature still has not determined a budget at this point.

**Heather Simmons-Rigdon, RC&D** – Heather informed the board that the RC&D budget has been cut by 25% this year. The RC&D has been looking into various programs that would

provide additional funding. Some of the programs include the BPA Farm and Energy Program, and the Point Source Group – Willamette Partnership Program.

**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)

**VI. Adjournment** –Chair Mark Moore adjourned the meeting at 3:15 PM.

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**MOTIONS APPROVED:**

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**Lynn Brown**, seconded by **Jeff Brunson** *Passed Unanimously*

**MOTION** – **Approve** to open the sign-up for the Firewise cost share program.  
**Lynn Brown**, seconded by **Jeff Brunson (Ron Gibb Opposed)** *Passed*

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Recording Secretary

\_\_\_\_\_  
Date

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Board Member

\_\_\_\_\_  
Date