



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

Board of Supervisors Meeting

August 11, 2005 7:00 PM

ATTENDANCE

<p>Mark Moore, Chair Lynn Brown, Vice-Chair Ron Gibb, Member Jeff Brunson, Member, via speaker phone from 8:15 PM to 8:31 PM Marge Bach, Associate Supervisor</p>	<p>KCCD Staff: Anna Lael, District Manager Suzanne Wade, GIS Specialist Sara Leist, Financial Manager Mark Crowley, Resource Technician Carol Ready, Manastash Project Manager</p> <p>NRCS Staff: Chris Bove, District Conservationist</p>
<p>Guests: Ron Shavlik, Farm and Ranchland Protection Program; Butch Ogden, WCC; Jane Creech, DOE</p>	

- I. **Call to Order-** Chairman Mark Moore called the meeting to order at 7:03 PM.
- II. **MOTION** – Approve the July Meeting Minutes and July Accountant’s Report.
Lynn Brown, seconded by **Ron Gibb** *Passed Unanimously*
- III. Bills to be Approved are listed below:

MOTION - Approve check numbers 8294 through 8333 with a total of \$36,513.44.
Ron Gibb, seconded by **Lynn Brown** *Passed Unanimously*
- IV. **Guest:** Ron Shavlik, Farm & Ranch Lands Protection Program. Mr. Shavlik informed the Board that the Farm and Ranch Lands Protection Program (FRPP) is a voluntary program that helps farmers and ranchers keep their land in agriculture and prevents conversion of agricultural land to non-agricultural uses. FRPP provides matching funds to State, Tribal, and local governments and non-governmental organizations with existing farmland projection programs to purchase conservation easements from landowners in exchange for a lump sum payment, which will not exceed the appraised fair market value of the land’s development rights. Mr. Shavlik wanted to share this information with the KCCD Board, as KCCD may have an interest in this program in the future.
- V. **Old Business**
 - A. **NRCS Report** – See attached NRCS Report. Chris Bove reported that there are EQIP ranking templates sheets that are available and will be handed out at the local work group meetings.
 - B. **KCCD Project Reports**
 - a) **PAM Cost Share Program** – Anna informed the Board that there are no new PAM applications to approve at this month’s meeting.

Irrigation Efficiencies – See Mark Crowley’s report. Mark C. reported that he and Anna met with Jack and Bob Eaton to discuss a potential project. Mark C. and Rusty performed a site visit where they gathered information about current and potential irrigation systems.

Mark C. also reported that Perry Harvester visited another potential project site on Brunson's. There was also discussion of doing a project on Caribou Creek near Kittitas. Mark created an Irrigation Efficiencies newsletter that will be sent to qualified and interested landowners.

Engineering Grant – Anna informed the Board that she has been reviewing the 14 applicants for the Engineering Technician position and coordinating with the other cluster districts to get their input on the applicants. Interviews for the top three candidates are scheduled to take place on Tuesday, August 16th.

MOTION – Authorize District Manager to offer Engineer Technician position to the Interview Committee's preferred candidate.

Lynn Brown, seconded by **Ron Gibb**

Passed Unanimously

c) **BPA Yakima Tributary Access and Habitat Program** – See staff reports.

Trib Teams – See staff reports.

Please see the attached staff reports regarding updates on the projects listed below:

- Coleman Creek Project – See Anna Lael's report. She reported that Ringer/Hernandez has signed both agreements for the paved driveway and the pasture repair. There is a meeting set up with the contractor for Monday, August 15th.
- Dry/Cabin Creek - See Staff Reports
- Cherry Creek – There was a preliminary Trib Team meeting today with Don Jacobs, Paul Sorenson, Kevin Eslinger, Steve Rosbach, Mark Moore, and Anna Lael in attendance. The official meeting will be sometime in January of 2006.
- Lower Wilson/Eaton – The Corps permit has arrived and all the permitting should be in place. Anna is waiting to hear back from the county about the use of their small works roster so that we can utilize the local roster rather than Yakima County's roster.

Coast & Harbor Engineering would like to add task orders to include the final Engineering design at \$9,000 and Engineering construction at an estimated cost of \$6,000-\$7,000.

MOTION – Approve additional task orders for Coast & Harbor Engineering for final Engineering design and construction for the Lower Wilson/Eaton Project.

Lynn Brown, seconded by **Ron Gibb**

Passed Unanimously

- Lower Currier – See Staff Reports
- Caribou Creek fish Passage – *Sara phoned Jeff Brunson at 8:15 PM, who was available via speaker phone to discuss this project.* Anna informed the Board that she has drafted an agreement with R2 Resource Consultants for the design and engineering to consolidate 4 diversions to one location, upgrade the irrigation system for Gibbs and provide screening and passage. Anna let the Board know that R2 Resource Consultants came in second to FishPro when she ranked the consulting firms for fish screen and passage projects.

MOTION – Approve the Multiple Project Agreement for Professional Services between KCCD and R2 Resource Consultants, Inc.

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

Passed Unanimously

MOTION – Approve Task Order Number One with R2 Resource Consultants, Inc. for work on Caribou Creek with a project cost not to exceed \$54,619.00.

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

Passed Unanimously

Anna also informed the Board that KCCD would be interested in having Don Wilton survey parts of Cooke, Park and Caribou Creeks and Huibregtse, Louman Associates, Inc. to perform the GPS associated with those creeks.

MOTION – Authorize Anna to proceed with negotiating agreement amounts (with KCCD Chair review) for contracts between KCCD and Don Wilton Surveying and Huibregtse, Louman Associates, Inc. for GPS work on sites where Don Wilton has completed surveys on Caribou Creek.

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

Passed Unanimously

The Board thanked Jeff Brunson for being available for this portion of the meeting. At 8:31 PM, Jeff hung up and was no longer present via speaker phone at the meeting.

- Lmuma Creek Riparian/Instream Restoration – Anna has completed a SRF Board application for riparian restoration in the lower 1.5 miles of Lmuma Creek on the Eaton Ranch. Pat Monk performed a snorkel survey and found juvenile Coho below the bridge and a 10-12" rainbow trout about 1.3 miles upstream. Anna has an agreement for the Board's consideration and approval, between KCCD and Huibregtse, Louman Associates. The agreement will allow HLA to survey Lmuma Creek.

MOTION – Approve the Agreement for Professional Services between KCCD and Huibregtse, Louman Associates for surveying Lmuma Creek.

Ron Gibb, seconded by **Lynn Brown**

Passed Unanimously

- Jack & Indian Creek Culvert Replacements – See Staff Reports.
- Swauk Creek Pump Screens

Anna has been working with Swauk Valley Ranch to provide them with a pump screen. She has sent a representative with the Swauk Valley Ranch a copy of KCCD's Cost Share Policy. Anna has met with Bruce Coe to discuss fish screening and water measuring. Bruce would like three fish screens for three different water rights. He has only one pump installed but is intending to install two more. She is working on putting together an agreement that would provide the fish screens as he installs the pumps. Anna has also been working with Irma Grogan, a landowner on Manastash. Anna would like the Board to consider approving the Swauk Valley Ranch landowner agreement and the landowner agreement for Irma Grogan.

MOTION – Approve Swauk Valley Ranch's and Irma Grogan's landowner agreements contingent on review by Erin Anderson.

Ron Gibb, seconded by **Lynn Brown**

Passed Unanimously

- Lyle Creek – See Staff Reports

- Lower Wilson Creek Reveg Project – Abbi is working on a plan to spray the project site of 400 feet of streambank with at least two different types of herbicides to control Reed Canary grass. Jeff Graham has recommended three: Rodeo, Habitat, and MBRQ. KCCD would like to spray twice this season; once in August and once in October, as we would like to be able to plant in the spring. The Board would like to have estimates from at least two chemical dealers. Ron pointed out that Smith-Kem has a generic version of Rodeo for approximately \$40 per gallon.

MOTION – Authorize District Manager to contract with chemical dealer with the lowest bid to spray project site twice (once in the summer and once in the fall, if necessary) on Wilson Creek to control Reed Canary grass.

Ron Gibb, seconded by **Lynn Brown**

Passed Unanimously

Potential Projects

- Parke Creek Pump Screens – See Staff Reports.
- Manastash Creek Pump Screen – See Staff Reports.

e) Teanaway Restoration Grant – See Staff Reports.

f) Manastash Project – See Carol Ready’s Report. The agreement with KRD for Carol Ready’s project manager position is included in the Board packets for the Board’s review as the period of performance ends September 30, 2005. The Board would be interested in meeting with the Manastash Steering Committee for comments. Anna also informed the Board that she has been working on a “Permission to Access” form. She will have Erin Anderson review it.

g) Implementation Grant – See Staff Reports. Anna informed the Board that Tip Hudson and Mark Crowley are planning a training seminar for new landowners. The training is scheduled to take place four Thursdays in a row starting on the 22nd of September.

Anna received the drought funding agreement with DOE for \$17,120 for the supplemental pumps for Dolly Crosetto and the Teanaway Valley Family Farm. Both have HPA’s in place and changes in points of diversion. The Board believed that materials will be the only cost share available with these projects. Labor costs will be the landowner’s responsibility.

MOTION – Approve the agreement #G0500196 between KCCD and the Department of Ecology for drought funds in the amount of \$17,120 for projects with Dolly Crosetto and the Teanaway Valley Family Farm.

Lynn Brown, seconded by **Ron Gibb**

Passed Unanimously

MOTION – Approve the two landowner agreements for drought funding for supplemental pumps for Dolly Crosetto and the Teanaway Valley Family Farm for cost share on materials only.

Lynn Brown, seconded by **Ron Gibb**

Passed Unanimously

Anna drafted an MOU with the Timothy Hay Growers for the Timothy Drought Research Project. The MOU is included in the Board packets for the Board’s review. The Hay Growers passed the MOU at their last monthly Board meeting. Next, Anna would like to plan a field day with Steve Fransen to look at the test plots.

Anna has also received the MOU between KCCD and Washington State University for the timothy drought study and will reimburse WSU for services outlined in the agreement for \$19,990.

MOTION – Approve the agreement with WSU for the timothy drought study for \$19,990.
Ron Gibb, seconded by **Lynn Brown** *Passed Unanimously*

MOTION – Approve the MOU between KCCD and the Organization of Kittitas County Timothy Hay Growers and Suppliers for the timothy drought study.
Lynn Brown, seconded by **Ron Gibb** *Passed Unanimously*

h) Water Metering Grant – There are five new water metering applications, four from Yakima and one from Okanogan County, all for 85% Cost Share:

1. Marty St. George, (Yakima) – Total Cost \$574, Cost Share \$487.90
2. Billy Smith, (Yakima) – Total Cost \$693.12, Cost Share \$589.15
3. Marc Martin, (Yakima) – Total Cost \$574, Cost Share \$487.90
4. Steve Bush, (Yakima) – Total Cost \$693.12, cost Share \$589.15
5. Wendell R. Beetchenow, (Okanogan) – Total Cost \$800, Cost Share \$680

MOTION – Approve the Okanogan County water metering application and the four water metering applications from Yakima contingent on approval from the North Yakima Conservation District Board.

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

There are also four water metering applications associated with the Manastash Project that need Board approval. The Board would like the Manastash Steering Committee or a representative to decide who will be signing these agreements; all landowners associated with the meter or a representative. KCCD will need to have a letter for our files stating who will be signing the related agreements. These applications need action by the Board:

1. Jensen Ditch – Total Cost \$42,661, Cost Share \$37,377.75 (65% on Meter, 100% Telemetry)
2. Keach Ditch – Total Cost \$42,661, Cost Share \$37,377.75 (65% on Meter, 100% Telemetry)
3. Reed/Hatfield/Anderson – Total Cost \$42,661, Cost Share \$37,377.75 (65% on Meter, 100% Telemetry)
4. Manastash Ditch – Total Cost \$42,661, Cost Share \$37,377.75 (65% on Meter, 100% Telemetry)

MOTION – Approve the four Manastash Water Metering applications contingent on proper signatures.

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

Anna has drafted an agreement between KCCD and the North Yakima Conservation District to accept agreements from the Yakima area. The NYCD Board approved it and signed it. The Board noticed incorrect wording on page 3, under “Governing Law and Venue” which needs to show the Kittitas County Superior Court as the “sole venue for any and all suits brought to enforce or interpret the provisions of the agreement.” Also, the Board deemed it necessary to add a section noting that KCCD acts only as the administering district, while NYCD will approve the applications to completion by NYCD staff. There will be an additional statement noting that KCCD is held harmless of any claims brought forth.

MOTION – Approve the Interlocal Agreement between KCCD and the North Yakima Conservation District for the Water Metering Program contingent on the above mentioned changes.

Lynn Brown, seconded by **Ron Gibb**

Passed Unanimously

C. Conservation Easements – Wild Horse Wind Power Project – See Staff Reports.

VI. New Business

A. MOU with County for Chevy Truck – The Board would like KCCD staff to look into the possibility of a 5 year extension with the Kittitas County Commissioners for the Chevy truck rather than one year.

MOTION – Approve the multiple year extension with the county for the 1994 Chevy truck.

Lynn Brown, seconded by **Ron Gibb**

Passed Unanimously

B. Google Earth Software

MOTION – Approve the purchase of Google Earth Software for \$400 plus the movie extension for \$200 and the GIS extension for \$200 using YTAHP funds.

Ron Gibb, seconded by **Lynn Brown**

Passed Unanimously

C. Software Upgrade for Abbi's computer

MOTION – Approve the purchase of the Microsoft XP upgrade for Abbi's computer for \$210 and the \$300 Microsoft Office software using YTAHP funds.

Ron Gibb, seconded by **Lynn Brown**

Passed Unanimously

D. Addition to Financial Manager Position – Anna informed the Board that Jennifer Ellis suggested that our agreements be notarized. Anna nominated Sara Leist to be a notary public. Anna would like to amend the Financial Manager position description to add a requirement that the employee be a notary public. The cost is \$30.00 for the state license fee and \$50 for the required four-year notary surety bond. Anna asks that the district cover these costs.

MOTION – Amend the Financial Manager position to include a requirement to be a Notary Public and approve payment of the licensing fee of \$30 and the notary bond of \$50.00 for the four-year term.

Ron Gibb, seconded by **Lynn Brown**

Passed Unanimously

E. Representative Frank Chopp Meeting- Anna was asked to participate in a tour being hosted by the Farm Bureau for Speaker of the House Frank Chopp on September 8. She asked to Board to give her any concerns or information that should be imparted to Speaker Chopp.

VII. Reports

Anna Lael (see attached)

Suzanne Wade (see attached)

Sara Leist (See attached)

Mark Crowley (see attached)

Abbi Sorensen (see attached)

Rusty Gigstead (see attached)

Carol Ready (See attached)

VII. Adjournment –Chairman Mark Moore adjourned the meeting at 10:04 PM

MOTIONS APPROVED:

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Passed Unanimously

Recording Secretary

Date

Board Member

Date