



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 9, 2006 1:00 PM

ATTENDANCE

<p>Mark Moore, Chair Lynn Brown, Vice-Chair Jeff Brunson, Auditor Ron Gibb, Member Marge Bach, Associate Member Jackie Brunson, Associate Member</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: Doug Allen Chris Bové</p>
<p>Guests: Jessica Leavitt</p>	

- I. **Call to Order-** Chairman Mark Moore called the meeting to order at 1:07 PM.
- II. **MOTION** – Approve the February Meeting Minutes and February Accountant’s Report.
Ron Gibb, seconded by **Jeff Brunson** *Passed Unanimously*

Bills to be approved are listed below:

- MOTION** - Approve check numbers 8638 through 8670 with a total of \$106,905.96.
Jeff Brunson, seconded by **Ron Gibb** *Passed Unanimously*

III. Old Business

- A. **NRCS Report** – Chris Bove presented the NRCS monthly report. Four EQIP contracts were presented to the Board for their review and approval as appropriate conservation systems for this area. The four EQIP contracts are for Jeff Brunson, Rafter B (Bart Bland), Mike Foreman, and Trinity Farms (Rob Foreman).
MOTION – Approve the four EQIP contracts as proper conservation systems for Kittitas County.
Ron Gibb, seconded by **Mark Moore** *Passed Unanimously (Jeff Brunson Abstains)*
- B. **KCCD Project Reports**
 - a) **Irrigation Efficiencies** – Mark Crowley reported to the Board that the Brunson II project has commenced and the lateral is standing. Tom Nisbet is waiting for the latest adjudication court information to come out.
 - b) **Engineering Grant** – See staff reports.
 - c) **BPA Yakima Tributary Access and Habitat Program** – See staff reports.

Tributary Teams – The Cherry Creek Trib Team meeting took place on February 24th. We sent out 84 invitations and had 6 landowners attend. The Coleman Creek Trib Team meeting was March 8th. After 43 invitations were sent out, 7 landowners attended. Both meetings went well and both groups agreed to meet again in the fall.

- Please see the attached staff reports regarding updates on the projects listed below:**
- Lower Wilson/Eaton In-Stream Project – KCCD received an invoice for \$65,000 for work performed to date on this project.
 - Caribou Creek Fish Passage & Screening

- Lmuma Creek Riparian/Instream Restoration – The Eaton Family has decided to move forward with this project. A contract needs to be completed with Ecology.
- Lyle Creek Fish Passage (Ludwick) – Anna reported that she received a response from Jack Ludwick regarding the letter that she sent last month. The Board reviewed those responses earlier this week. After reviewing this with the Board, Anna responded with a letter.
- Parke Creek Pump Screens & Fish Passage
- Coleman Creek (Burris)
- Currier Creek

d) Teanaway Restoration Grant – See Staff Reports. Suzanne reported that KCCD is interested in purchasing water evaluation equipment for the summer’s use in recording data at two locations in the Teanaway River (North Fork and Lick Creek sites). We have more than enough funds to cover this cost in our budget. The two loggers will each be placed at a private landowner site, so as to not be vandalized and/or stolen from public use sites. Two data loggers and probes will cost approximately \$5,500. The equipment can be used again at other locations in the future.

MOTION – Approve the purchase of two data loggers and probes for data collection at two Teanaway River sites.

Ron Gibb, seconded by **Jeff Brunson**

Passed Unanimously

e) Manastash Project – See Carol Ready’s and Anna Lael’s Report. Anna informed the Board that she met with the Executive Committee of the Manastash Steering Committee to check the progress of the assigned activities for Carol before a Construction Manager is hired. The Executive Committee agreed upon a deadline of May 31st for the Project Manager to complete assigned tasks. This will allow time to finish necessary tasks and allow enough time to advertise, interview and hire a Construction Manager. The employment announcement is included in the Board packets for the Board to review. The position will be advertised in various newspapers and websites.

Anna also reported that KRD has approved and signed the agreement for the remainder of Carol’s time and it is ready for KCCD Board approval. Anna added the termination clause and changed the end date to May 31, 2006. The Kittitas County Water Purveyors asked to be removed from the agreement so that KRD signs the contract because the Water Purveyors are not a formal entity.

MOTION – Approve the agreement between KRD and KCCD for Carol Ready’s time through May 31, 2006.

Ron Gibb, seconded by **Jeff Brunson**

Passed Unanimously

Anna has put together another task order for FishPro Engineering. This task order would allow FishPro to select monitoring sites, procure suitable equipment and make purchase recommendations, and install and calibrate equipment to monitor flows in the Manastash.

MOTION – Approve FishPro Task Order for measuring equipment/data loggers contingent on correct design, equipment, and cost from FishPro.

Ron Gibb, seconded by **Jeff Brunson**

Passed Unanimously

f) Livestock Grant – Anna reported that Ron Gibb visited the Jarman project site. Mr. Jarman indicated he would completed the project on his own this fall.

g) Implementation Grant – See Staff Reports. Anna informed the Board that she and Abbi visited the 14 project sites for the small landowner cost share applications. A prioritized list was recreated to rank the projects by funding recommendations. Two projects have

no tie to water quality and there are two other projects who will receive EQIP funds. Based on the prioritized list, the top ten applications can receive cost share funding.

MOTION – Approve the top ten small landowner cost share applications based on the application ranking list.

Ron Gibb, seconded by **Jeff Brunson**

Passed Unanimously

- g) Water Metering Grant** – Anna reported that KCCD has two metering applications for Board approval. The first is from Haeberle Ranch in Okanogan County. We received this application after OCD's March Board meeting, so they have yet to review this application. The total project cost for Haeberle Ranch is \$2,850 with a maximum cost share amount of \$2,100.00.

MOTION – Approve the application for Haeberle Ranch for a project cost of \$2,850.00 contingent on OCD Board approval.

Jeff Brunson, seconded by **Ron Gibb**

Passed Unanimously

The second application is for Tom Brunson. His total project cost is \$1,541.00 with a maximum cost share amount of \$1,291.00.

MOTION – Approve the water metering cost share application for Tom Brunson for a project cost of \$1,541.00.

Ron Gibb, seconded by **Mark Moore**

Passed Unanimously (Jeff Brunson Abstains)

- C. CRM for Whiskey Dick Area** – Anna attended the latest CRM Meeting.
- D. Special Assessment** – KCCD staff will be working on the estimated budget and a priority list of tasks to complete. A meeting for March 14th at noon is tentatively scheduled to review the budget and priority list.
- E. Corps of Engineers/Mitch & Debbie Perry** – Anna attended a meeting and a site visit with Ben George, Mitch and Debbie Perry and two staff members from the Army Corps of Engineers.
- F. Short Term CD Account** – Anna informed the Board that the 6 month short term CD account matured on March 1st. The total interest received was over \$1,000. Mark Moore and Anna went to Sterling Savings Bank and rolled the funds over into a 30-day CD. After the 30 days, Anna will reevaluate to see if the money can be rolled over again or if the district needs the funding.
- G. Final Election Results** – The mail in ballots and provisional ballots were counted by polling officers on February 16th. The results did not affect the election outcome.
- H. TCWRA Request for Grant Support** - Jim Milton of the Tri-County Water Resources Agency (TCWRA) asked for the support of the KCCD on a Phase IV grant application for watershed planning at the February Board meeting. The Board indicated that they would speak with the County Commissioners before responding to the request for support. Anna asked the Board for a decision at this meeting, as Mr. Milton had contacted her again about a letter of support. The Board indicated that they were not inclined to send a letter of support and that the discussion with the County Commissioners did not change that inclination.

IV. New Business

- A. Internal Audit** – A tentative date scheduled to perform the internal audit has been set up for March 14th after the Special Board Meeting.

- B. Capital Press Renewal** – The cost to renew this weekly newspaper for 2 years is \$75.00.

MOTION – Approve the cost of \$75.00 to renew the Capital Press for 2 years.

Ron Gibb, seconded by **Jeff Brunson**

Passed Unanimously

- C. Employee Evaluations/Annual Pay Increase**

The Board went into Executive Session at 3:28 PM and announced that they would be in Executive Session for approximately 45 minutes. The Board came back into regular session at 4:13 PM.

MOTION – Approve to accept the employee evaluations.

Jeff Brunson, seconded by **Ron Gibb**

Passed Unanimously

MOTION – Approve pay raises as noted on recommendation form and as noted below:

- Increase Anna Lael's rate to \$23.50 per hour, or \$4,089.00 monthly salary
- Increase Suzanne Wade's hourly rate to \$20.02
- Increase Sara Leist's hourly rate to \$17.26
- Increase Mark Crowley's hourly rate to \$17.26
- Increase Abbi Sorensen's hourly rate to \$14.98
- Increase James Gigstead's monthly salary to \$5,708.00

Jeff Brunson, seconded by **Ron Gibb**

Passed Unanimously

VI. 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 4:15 PM

MOTIONS APPROVED:

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Passed Unanimously

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Passed Unanimously

MOTION – Approve the four EQIP contracts as proper conservation systems for Kittitas County.

Ron Gibb, seconded by **Mark Moore**

Passed Unanimously (Jeff Brunson Abstains)

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Jeff Brunson, seconded by **Ron Gibb**

Passed Unanimously

MOTION – Approve the water metering cost share application for Tom Brunson for a project cost of \$1,541.00.

Ron Gibb, seconded by **Mark Moore**

Passed Unanimously (Jeff Brunson Abstains)

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Recording Secretary

Date

Board Member

Date