



**Kittitas County Conservation District**  
**2211 W. Dolarway Road, Suite 4 - Ellensburg, WA 98926 - Phone (509) 925-3352 - Fax (888) 546-0825**

**Board of Supervisors Special Meeting**  
**October 10, 2024 7:00 AM– Zoom Meeting ID: 870 1388 9737**

**ATTENDANCE**

<b>Board of Supervisors:</b> Mark Moore, Chair Jeff Brunson, Auditor Bill Boyum, Member Matt Eslinger, Member	<b>KCCD Staff:</b> Anna Lael, District Manager Miranda Nash, Office Administrator Brent Dixon, Project Manager Tony Craven, CWDG Project Manager (via Zoom) Mark Crowley, Conservation Planner
<b>Guests:</b> Reuben Garnett, NRCS	

- I. **Call to Order-** Mark Moore called the meeting to order at 7:00 AM. Attendees participated in person and via Zoom.
- II. **Public Comment**
- III. **Approve Accountant’s Report & Meeting Minutes**  
**MOTION** – Approve September 2024 Treasurer’s Report, and the regular meeting minutes from September 12, 2024 & special meeting minutes from October 4, 2024.  
**Bill Boyum**, seconded by **Jeff Brunson** *Passed Unanimously*
- IV. **Approve Bills** (see attached spreadsheet)  
**MOTION** – Approve check numbers 21557-21587 and EFT numbers 810, 832, 844, 845, 846 for a total of \$156,680.73 (Payroll Checks 21557, 21558, 21562-21568) and building account check numbers 2345-2351 for a total of \$12,200.18. Approve pending payments totaling \$127,652.73 contingent upon receiving grant reimbursement requests.  
**Matt Eslinger**, seconded by **Bill Boyum** *Passed Unanimously*

**Pending Bills To Be Paid:**

American Forest Management	\$68,391.00
Anchor QEA	\$10,521.50
Anderson Perry & Associates	\$10,000.00
Anderson Perry & Associates	\$5,322.50
Anderson Perry & Associates	\$1,802.50
Anderson Perry & Associates	\$8,790.00
Kittitas PUD	\$13,443.56
Snohomish Conservation District	\$9,381.67

**TOTAL      \$127,652.73**

- V. **Reports**
  - A. **NRCS Programs**

1. **District Conservationist Report** – Alex Reyes, Acting DC provided a written report reviewed by the Board. Reuben Garnett provided additional information.
- B. **Financial Manager Position** - After last week’s Special Meeting, an offer was made to Emily Love. The background check and credit check were completed successfully. She accepted the offer and starts on October 21, 2024.
- C. **2024 Kittitas County Hazard Mitigation Plan** -The Kittitas County Hazard Mitigation Plan is currently out for comment through November 7, 2024. KCCD has an annex in this document. Once the plan is finalized and approved by FEMA, KCCD will need to formally adopt it. That’s not likely to happen until December or January.
- D. **South Central Area Meeting – Goldendale 10/30/2024** Central Klickitat Conservation District is hosting the 2024 South Central Area Meeting to be held at the Goldendale Observatory State Park in Goldendale on Wednesday, October 30th.

## VI. Action Items

### A. CWDG

1. **Cost Share Contracts**- Anna reported that additional CWDG landowner projects have been developed on north Cle Elum Ridge. These projects will help lengthen the fuel breaks which have already been constructed and are adjacent to the Airport Project for the City of Cle Elum. They will also help protect a major power line running along the top of Cle Elum Ridge. They are 120 acres with Hein & Hein Enterprise LLC for \$144,000 and 130 acres with Harry James Masterson Testamentary Trust for \$192,000. Both projects include a landowner contribution.

**MOTION** Approve CWDG cost share agreements with Hein & Hein Enterprise LLC for \$144,000 and Harry James Masterson Testamentary Trust for \$162,000.

**Jeff Brunson**, seconded by **Bill Boyum**

*Passed Unanimously*

### B. YTAHP

1. **Cascade at Coleman Creek Project** Anna reported that the Cascade at Coleman Creek Project is currently out for bid. The pre-bid meeting earlier this week was attended by nearly 20 potential bidders. The bid due date was set for October 15 but will be extended to at least October 22. That is not ideal as any days added take away from lead times for materials, but the engineers did not include reinforcement specs so they will be issued in an addendum. The contractors need at least a week to review and put together their bids. Once the bids are received, if they are within the budget, contracting needs to move quickly. Anna requested approval of the Board to move forward with the low responsive and responsible bidder if the bid is within the available project funding.

**MOTION** - Approve the low responsive and responsible bid for the Cascade at Coleman Creek Fish Passage and Screening Project and authorize the District Manager to execute a contract contingent on being within the project budget and review by the Board Chair.

**Bill Boyum**, seconded by **Jeff Brunson**

*Passed Unanimously*

2. **Keach/Jensen and Barnes Compressors** - Anna reported that the MWDA compressors project is moving forward. There is also funding for the Keach/Jensen and Barnes Road

compressors in the current YTAHP contract. Those projects need to be advertised for bid. Gray & Osborne's electrical engineer has reviewed project designs.

**MOTION** - Approve the Keach/Jensen and Barnes Road compressor projects for bid solicitation.

**Jeff Brunson**, seconded by **Matt Eslinger**

*Passed Unanimously*

### C. Upper Yakima River Water Supply and Fish Habitat Improvement Project (RCPP 3149)

1. **FY25 Producer Signup** The first sign up for the newest RCPP project is planned for November 22. Attached is the draft press release that has been submitted to NRCS for review.

**MOTION** - Approve the FY25 producer sign-up for the Upper Yakima River Water Supply and Fish Habitat Improvement Project (RCPP 3149).

**Jeff Brunson**, seconded by **Matt Eslinger**

*Passed Unanimously*

2. **Cascade Irrigation District Agreement** Cascade Irrigation District has utilized Richard Corkins for their pump stations electrical and programming needs. He is retired USBR and had a wealth of knowledge and experience. We are exploring ways to utilize him to assist with the planning, engineering and design of upgrades to the Cascade system. We do not have the in-house expertise to oversee/review the design work by the consulting engineers. He does and he knows their system well.

**MOTION** - Direct Anna to draft an agreement with the Cascade Irrigation District for the 3149 RCPP project.

**Bill Boyum**, seconded by **Jeff Brunson**

*Passed Unanimously*

### VII. WSCC Regional Manager Report – see District Digest

### VIII. Adjournment - The meeting was adjourned at 8:01 AM.

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#### **MOTIONS APPROVED:**

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**Bill Boyum**, seconded by **Jeff Brunson**

*Passed Unanimously*

**MOTION** – Approve check numbers 21557-21587 and EFT numbers 810, 832, 844, 845, 846 for a total of \$156,680.73 (Payroll Checks 21557, 21558, 21562-21568) and building account check numbers 2345-2351 for a total of \$12,200.18. Approve pending payments totaling \$127,652.73 contingent upon receiving grant reimbursement requests.

**Matt Eslinger**, seconded by **Bill Boyum**

*Passed Unanimously*

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**Jeff Brunson**, seconded by **Bill Boyum**

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**Bill Boyum**, seconded by **Jeff Brunson**

*Passed Unanimously*

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**Jeff Brunson**, seconded by **Matt Eslinger**

*Passed Unanimously*

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**Jeff Brunson**, seconded by **Matt Eslinger**

*Passed Unanimously*

**MOTION** - Direct Anna to draft an agreement with the Cascade Irrigation District for the 3149 RCPP project.  
**Bill Boyum**, seconded by **Jeff Brunson**

*Passed Unanimously*

Miranda Nash  
Recording Secretary

11/18/2024  
Date

Matt Eslinger  
Board Member

11/14/24  
Date