



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

BOARD OF SUPERVISORS
 Special Board Meeting
 Monday, March 31, 2025 12:00 PM Zoom Meeting ID: 889 2849 6485

ATTENDANCE

Board of Supervisors: Mark Moore , Chair Jeff Brunson , Auditor Matt Eslinger , Member Bill Boyum , Member Brian Cortese , Member	KCCD Staff: Anna Lael , District Manager Miranda Nash , Office Administrator Emily Love , Financial Manager Mark Crowley , Conservation Planner Brent Dixon , Project Manager Sherry Swanson , Project Manager Wendy Mee , Resource Technician Tony Craven , CWDG Project Manager via Zoom
Guests: None	

- I. **Call to Order – 12:02PM**
- II. **Public Comment - None**
- III. **Action Items**

A. Conservation Commission Advance Requests

B. Irrigation Efficiencies Program

- 1. **Joint Board-Westside Irrigating Company Invoice –** The invoice from the Kittitas County Joint Board for design work on the West Side Irrigating Company canal was received just after the March Board meeting.

MOTION: Approve Kittitas County Joint Board Invoice 007 (Feb 2025) for \$5,725.16
Matt Eslinger, Seconded by **Jeff Brunson** *Passed Unanimously*

C. Yakima Tributary Access & Habitat Program

- 1. **Interlocal Agreement with RC&D 2025/2026-** The subaward agreement with the Washington Resource Conservation & Development Council for the Yakima Tributary Access & Habitat Program 2025-2026 contract is ready for approval. The total budget for this agreement is \$246,758.03.

MOTION: Approve Subaward Agreement with Washington Resource Conservation & Development Council for the Yakima Tributary Access & Habitat Program 2025-2026 contract
Jeff Brunson, Seconded by **Bill Boyum** *Passed Unanimously*

2. **MWDA Compressors Contract – Change Order**

The MWDA Compressors project has not gone well. Sherry reported that the compressor/VFD combination that was approved by Gray & Osborne does not function together. A change order has been presented to reinstall the original equipment and work is underway to determine if there are other options. The Board discussed the situation at length.

MOTION: Approve Belsaas & Smith Change Order 01 for the MWDA Compressors project to add \$6,000 and extend contract to April 10th.

Bill Boyum, Seconded by Jeff Brunson

Passed Unanimously

3. **Cascade at Coleman Creek**

- a) Anderson Perry Task Order- Anderson Perry has a task order amendment for Task Order 6 for this project. The amendment for the task order adds value engineering work as well as a second bid solicitation.

MOTION: Approve Task Order 6- Amendment 3 for Cascade at Coleman Creek Fish Passage project.

Jeff Brunson, Seconded by Matt Eslinger

Passed Unanimously

- b) Bridge procurement

Procuring the bridge for the Cascade at Coleman Creek is an option to encourage more competitive bids. The bridge is a long lead item (6 months plus) and so ordering it now would guarantee its arrival timely for the project. Anna requested more information from the grant manager but has not yet received an answer. The Board tabled the discussion until the April 10 Board meeting.

D. **CWDG Projects**

1. **Masterson Project Completion** - The Masterson fuels reduction project was completed in early March and is ready for final acceptance.

MOTION: Accept the Masterson project as complete.

Jeff Brunson, Seconded by Matt Eslinger

Passed Unanimously

E. **2025 Chipping Program**

1. Landowner Agreements – Anna requested approval to be the authorized signer for the chipping program landowner agreements in 2025.

MOTION: Authorize District Manager to sign landowner agreements for the 2025 chipping program.

Bill Boyum, seconded by Matt Eslinger

Passed Unanimously

F. **PAM Cost Share Program**

1. Cost Share Agreement –Anna requested approval to be the authorized signer for the 2025 PAM Cost Share agreements.

MOTION: Authorize District Manager to sign landowner agreements for the 2025 PAM program.

Bill Boyum, seconded by Matt Eslinger

Passed Unanimously

G. **Voluntary Stewardship Program**

1. Cost Share Applications – Anna reported that five cost share applications have been received, three for re-nozzling, one for VFD and one for soil moisture monitoring.

MOTION: Approve cost share agreements for Broadmoor, Eslinger, Centerview, Marilyn Lund Farms and Charlton Farms.

Bill Boyum, seconded by Matt Eslinger
Abstained)

Passed (Matt Eslinger and Jeff Brunson

IV. Annual Employee Evaluations

- A. **40 Minute Executive Session per RCW 42.30.110 (1) (g)** for the purpose of reviewing the performance of public employees.

Mark Moore adjourned the meeting into executive session at 12:44PM.

Mark Moore called the meeting back to order at 1:06PM.

- B. **Consideration of annual wages and salary increases**

MOTION: Accept employee evaluations except for the two that have not been reviewed and approve 3% raises for all employees, except the District Manager.

Jeff Brunson, Seconded by Matt Eslinger *Passed Unanimously*

V. Adjournment – 1:08 pm

MOTIONS APPROVED:

MOTION: Approve Kittitas County Joint Board Invoice 007 (Feb 2025) for \$5,725.16
Matt Eslinger, seconded by Jeff Brunson *Passed Unanimously*

MOTION: Approve Subaward Agreement with Washington Resource Conservation & Development Council for the Yakima Tributary Access & Habitat Program 2025-2026 contract
Jeff Brunson, Seconded by Bill Boyum *Passed Unanimously*

MOTION: Approve Belsaas & Smith Change Order 01 for the MWDA Compressors project to add \$6,000 and extend contract to April 10th.
Bill Boyum, seconded by Jeff Brunson *Passed Unanimously*

MOTION: Approve Task Order 6- Amendment 3 for Cascade at Coleman Creek Fish Passage project.
Jeff Brunson, Seconded by Matt Eslinger *Passed Unanimously*

MOTION: Accept the Masterson project as completed.
Jeff Brunson, Seconded by Matt Eslinger *Passed Unanimously*

MOTION: Authorize District Manager to sign landowner agreements for the 2025 chipping program.
Bill Boyum, seconded by Matt Eslinger *Passed Unanimously*

MOTION: Authorize District Manager to sign landowner agreements for the 2025 PAM program.
Bill Boyum, seconded by Matt Eslinger *Passed Unanimously*

MOTION: Approve cost share agreements for Broadmoor, Eslinger, Centerview, Marilyn Lund Farms and Charlton Farms.
Bill Boyum, seconded by Matt Eslinger *Passed (Matt Eslinger and Jeff Brunson Abstained)*

MOTION: Accept employee evaluations except for the two that have not been reviewed and approve 3% raises for all employees, except the District Manager.
Jeff Brunson, Seconded by Matt Eslinger *Passed Unanimously*


Recording Secretary

4/10/25
Date


Board Member

4/10/25
Date