



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**

**November 14, 2024 1:00 PM– Zoom Meeting ID: 886 4084 1859**

**ATTENDANCE**

<b>Board of Supervisors:</b> <b>Mark Moore</b> , Chair <b>Jeff Brunson</b> , Auditor (Via Zoom) <b>Lynn Brown</b> , Member <b>Matt Eslinger</b> , Member	<b>KCCD Staff:</b> <b>Anna Lael</b> , District Manager <b>Miranda Nash</b> , Office Administrator <b>Emily Love</b> , Financial Manager <b>Brent Dixon</b> , Project Manager <b>Tony Craven</b> , CWDG Project Manager (via Zoom) <b>Mark Crowley</b> , Conservation Planner <b>Sherry Swanson</b> , Project Manager <b>Wendy Mee</b> , Resource Technician
<b>Guests: Allisa Carlson, WSCC</b>	

I. **Call to Order**- Mark Moore called the meeting to order at 1:00 PM. Attendees participated in person and via Zoom.

II. **Public Comment**

III. **Approve Accountant’s Report & Meeting Minutes**

**MOTION** – Approve October 2024 Treasurer’s Report, and the regular meeting minutes from October 10, 2024. **Lynn Brown**, seconded by **Matt Eslinger** *Passed Unanimously*

IV. **Approve Bills** (see attached spreadsheet)

**MOTION** – Approve check numbers 21591-21596, 21605-21628 and EFT numbers 900,912,913,940,941,942 for a total of \$199,113.89 (Payroll Checks 21588, 21589, 21597-21604 and 21629-21631) and building account check numbers 2352-2361 for a total of \$10,664.79. Approve pending payments totaling \$127,652.73 contingent upon receiving grant reimbursement requests.

**Matt Eslinger**, seconded by **Lynn Brown** *Passed Unanimously*

**Pending Bills To Be Paid:**

Anderson Perry & Associates	\$4768.75
Anderson Perry & Associates	\$2,767.50
Anderson Perry & Associates	\$5,063.75
Anderson Perry & Associates	\$39,615.30
Kittitas County JCB #1	\$1,544.54
Kittitas County JCB #1	\$10,480.22

**TOTAL \$64,240.06**

V. **Reports**

A. **NRCS Programs**

1. **District Conservationist Report** – no report provided.

**B. Annual Meeting**

1. Hal Holmes Reservation 02/27/2025 The Annual Meeting date has been set and a reservation made at the Hal Holmes Center. Next step will be to contact a caterer.

**C. Supplemental Generators Project**

1. The Supplemental Generators Project is moving forward. The contractor has been given the notice to proceed with ordering of the generators and switches. Meanwhile, we are working with KCFD 1 on the gas meter-upsize requirement. We've been told the costs are not eligible for the FEMA grant. KCFD 1 is working with PSE to secure funds, possibly through a grant to the local Rotary groups.

**D. Town of South Cle Elum Meeting**

Anna was invited to a Council meeting of the Town of South Cle Elum to discuss joining the KCCD. She shared the annual plan of work and provided information on how the town can join the district if they are interested.

**VI. Action Items**

**A. Interlocal Agreement Kittitas County Public Works for EWC at Whiskey Creek**

Mark reported on the agreement with Kittitas County Flood Control Zone District to complete the design and provide construction oversight for the Ellensburg Water Company at Whiskey Creek siphon project.

**MOTION:** Approve the Interlocal Agreement with Kittitas County Flood Control Zone District for the Ellensburg Water Company at Whiskey Creek project.

**Lynn Brown**, seconded by **Matt Eslinger** *Passed Unanimously*

**B. Upper Yakima River Water Supply and Fish Habitat Improvement Project (RCPP 3149)**

1. **Anderson Perry & Associates Task Orders**
  - a) **Task Order 4 - CID Brick Road Tunnel**

Anderson Perry & Associates is proposing Task Order 4, as CID needs assistance with determining the best solution to repair or replace the Brick Road Tunnel. This Task Order only covers the initial alternatives analysis.

**MOTION:** Approve Task Order 4 – Cascade Irrigation District - Brick Road Tunnel with Anderson Perry & Associates

**Matt Eslinger**, seconded by **Lynn Brown** *Passed Unanimously*

**C. Yakima Tributary Access & Habitat Program**

1. **Anderson Perry & Associates Task Orders**
  - a) **Cascade At Coleman Creek Task Order**

Anderson Perry & Associates is proposing additional work, including rebidding the project, a geotechnical study and value engineering for this project. The Board discussed approving Geotech work only for this task order.

**MOTION:** Approve Task Order 6 – Amendment No. 2 for the geotechnical study for Cascade Irrigation District/Coleman Creek Fish Passage and Siphon Project with Anderson Perry & Associates not to exceed \$34,830.

**Lynn Brown**, seconded by **Matt Eslinger** *Passed Unanimously*

b) **EWC at Naneum Creek Task Order Amendment – Survey and Floodplain modeling**

Anderson Perry & Associates is proposing additional work, including flood risk assessment and survey work for this project. The Board discussed the funding situation for the CID at Coleman and EWC at Naneum sites. Anna reported that currently there is not enough construction funding to complete this project and the CID at Coleman. The Board elected to partially approve Task Order 3, by only approving the survey work for the floodplain modeling.

**MOTION:** Approve surveying component for Task Order 3 – Amendment No. 3 for the EWC at Naneum Creek Project with Anderson Perry & Associates not to exceed \$10,040.

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

c) **Naneum 3.75 (McCullough Rd) Task Order**

This project is funded by the Fish Barrier Removal Board. The Naneum Creek McCullough Road culvert is fish passage barrier as identified by the WDFW passage database. The culvert makes a right angle turn at McCullough Road and the downstream end of the culvert is above water at certain times of the year. This project would replace the existing culvert with a bottomless culvert meeting year round fish passage criteria.

The scope of this task order is to provide site surveying to augment existing LIDAR data that will be used for the future design for the Naneum Creek crossing of McCullough Road meeting fish passage criteria. Board discussed doing the surveying for this task order.

**MOTION:** Approve Task Order 8 – Naneum Creek RM 3.75 Culvert Replacement Project with Anderson Perry & Associates

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

d) **Cooke Creek 4.25 Task Order**

Anderson Perry & Associates are proposing additional work at this site based on site visits and meetings with the landowner, permitting agencies and KCCD. Hydraulic modeling will be completed to determine water surface elevations in Cooke Creek at various flows for the RM 4.25 project site. A flood risk assessment will be completed to determine the compliance of the project related to Kittitas County floodplain regulations

**MOTION:** Approve Task Order 5 – Amendment No. 1 for the Cooke Creek RM 4.25 project with Anderson Perry & Associates

**Matt Eslinger**, seconded by **Lynn Brown** *Passed Unanimously*

**VII. WSCC Regional Manager Report –**

- A. Allisa Carlson reported on the WSCC new hires in the VSP Coordinator and Legislative director positions. The Commission is watching the legislatures response to the Climate Commitment Act surviving the election. SCC this biennium received a significant boost from these funds for programs like Sustainable Farms and Fields and the Riparian Grant Program. The outgoing Governor is expected to release a capital budget sometime in December which will kick off biennial budget discussions She also reported at James Thompson is approaching a year as the executive director and its time for his annual

review. An electronic form has been created for input to be submitted confidentially and anonymously.

**VIII. WACD Annual Meeting** - Nobody can attend WACD in person, but there are plans to attend virtually on December 4<sup>th</sup>. Anna will register everyone and Mark Moore and Matt Eslinger will sit in KCCD conference room and attend the Wednesday business meeting.

**IX. Adjournment** - The meeting was adjourned at 2:05 pm

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**MOTIONS APPROVED:**

**MOTION:** Approve October 2024 Treasurer's Report, and the regular meeting minutes from October 10, 2024  
**Lynn Brown**, seconded by **Matt Eslinger** *Passed Unanimously*

**MOTION:** Approve check numbers 21591-21596, 21605-21628 and EFT numbers 900,912,913,940,941,942 for a total of \$199,113.89 (Payroll Checks 21588, 21589, 21597-21604 and 21629-21631) and building account check numbers 2352-2361 for a total of \$10,664.79. Approve pending payments totaling \$127,652.73 contingent upon receiving grant reimbursement requests.  
**Matt Eslinger**, seconded by **Lynn Brown** *Passed Unanimously*

**MOTION:** Approve the Interlocal Agreement with Kittitas County Public Works for the Ellensburg Water Company at Whiskey Creek project.  
**Lynn Brown**, seconded by **Matt Eslinger** *Passed Unanimously*

**MOTION:** Approve Task Order 4 – Cascade Irrigation District - Brick Road Tunnel with Anderson Perry & Associates  
**Matt Eslinger**, seconded by **Lynn Brown** *Passed Unanimously*


**MOTION:** Approve Task Order 6 – Amendment No. 2 for the geotechnical study for Cascade Irrigation District/Coleman Creek Fish Passage and Siphon Project with Anderson Perry & Associates not to exceed \$34,830.  
**Lynn Brown**, seconded by **Matt Eslinger** *Passed Unanimously*

**MOTION:** Approve surveying component for Task Order 3 – Amendment No. 3 for the EWC at Naneum Creek Project with Anderson Perry & Associates not to exceed \$10,040.  
**Lynn Brown**, seconded by **Jeff Brunson** *Passed Unanimously*

**MOTION:** Approve Task Order 8 – Naneum Creek RM 3.75 Culvert Replacement Project with Anderson Perry & Associates  
**Lynn Brown**, seconded by **Jeff Brunson** *Passed Unanimously*

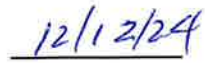
**MOTION:** Approve Task Order 5 – Amendment No. 1 for the Cooke Creek RM 4.25 project with Anderson Perry & Associates  
**Matt Eslinger**, seconded by **Lynn Brown** *Passed Unanimously*

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Recording Secretary

  
Date

  
Board Member

  
Date