



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

Board of Supervisors Meeting
September 08, 2022 7:00 AM – Zoom Meeting ID: 898 9087 5360

ATTENDANCE

Board of Supervisors: Mark Moore , Chair (in person) Bill Boyum , Member (in person) Jeff Brunson , Auditor (in person) Lynn Brown , Vice Chair (in person)	KCCD Staff: <u>In-Person</u> Anna Lael , District Manager Sherry Swanson , Project Manager Dayna Wilkinson , Financial Manager Wendy Mee , Resource Technician Mark Crowley , Conservation Planner Brent Dixon , Project Manager
Guests:	

I. **Call to Order**- Chair Mark Moore called the meeting to order at 7:03 AM. Attendees participated in person, zoom was available, but there were no virtual participants.

II. **Public Comment** – Chair Moore called for public comment. There was none.

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

MOTION – Approve the August Treasurer’s Report and the regular meeting minutes from August 11, 2022.

Lynn Brown, seconded by Bill Boyum *Passed Unanimously*

IV. **Approve Bills, including Building Account Bills**

(see attached spreadsheet)

MOTION – Approve check numbers 20695 - 20718 and EFT Transactions 741, 802, and 803 for a total of \$67,196.06 (Payroll Checks 20695 - 20696, 20702 - 20706 and all EFTs); building account check numbers 2142 - 2147 for a total of \$8,993.18. Approve pending payments totaling \$28,173.97 contingent upon receiving grant reimbursement requests.

Jeff Brunson, seconded by Lynn Brown *Passed Unanimously*

Pending Bills To Be Paid

Date	Check #	Vendor	Amount
08/29/2022	Claims	Waltz, Steve	\$ 14,100.00
08/10/2022	Claims	Kittitas County Fire District #7	\$ 14,073.97

TOTAL \$ 28,173.97

V. **Project Reports**

A. **NRCS Programs**

- District Conservationist Report** - No update or report provided
- EQIP WaterSMART** – Anna reported that cultural resources surveys and reports are nearly complete for these projects. There are two remaining projects that have not yet initiated cultural as their designs are not yet complete.

3. **Mid-Columbia Steelhead Partnership RCPP** – Anna reported that a tour with Laura Williams and Konrad Bomberger occurred in August. We visited the water management entity project sites to help Laura understand the projects and be able to help us with the supplemental reports. John Marvin with the Yakama Nation joined us as well.

VI. Action Items

A. Professional Engineer Grant

1. Anna reported that an interview for position was completed on 09/07/2022. The candidate is currently a civil engineer 2 with DNR but is not actually an engineer in training (EIT) or PE. He is scheduled to take the EIT test in mid-October. Once he passes KCCD can consider him for the position. Anna is requesting no action at this time.

2. **On Call Task Order Extensions**

The on-call assistance Task Orders that KCCD has with Anderson Perry & Associates and Anchor QEA expired 06-30-2022. They both need to be extended to June 2023 and may need additional funding. Anderson Perry has \$1,792 left of the original \$5,000 and Anchor has the full amount left. Anna is requesting an extension for both task orders as well as approval for additional funding. The Board indicated that since the amount of the additions would be \$5,000 or less, Anna can do that if needed under her delegated authority.

MOTION- Approve extension of Task Order 1 with Anderson Perry & Associates and Task Order 1 with Anchor QEA for on-call engineering services to June 30, 2023.

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

B. Cascade at Coleman Creek

1. **Anderson Perry Task Order Extension**

Task Order #13 expires on 09-30-2022. Anderson Perry is continuing to work on the design and the task order includes construction that will happen in fall of 2023. Task Order needs to be extended to March 2024.

MOTION- Approve Anderson Perry & Associates Task Order #13 extension to March 2024.

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

C. Salmon Restoration Funding

1. **Yakama Nation Project**

In developing projects for the Salmon Restoration Funding, Anna reached out to the Yakama Nation about their Taneum Creek project. They were short funding to fully implement their riparian and floodplain components and so Anna applied for SRF funding for that shortfall. The Conservation Commission approved the application. The overall project involves 6,000 trees and shrubs (potted and cuttings) and 3,200 linear feet of elk fencing. The Yakama Nation has \$137,985.38 in BPA funds already secured for the project. \$83,179 will be provided through the SRF funding. The total grant award will include an additional \$1,500 to cover our staff time to administer the funding and manage the project. The MOA between KCCD and the Yakama Nation is ready to be reviewed and approved.

MOTION- Approve MOA with the Yakama Nation for the Taneum Creek Project.

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

2. **Mid-Columbia Fishers Enhancement Group Projects**

Anna also reached out to Mid-Columbia Fisheries about potential projects. They submitted a long list. The first is on Sorenson Creek and has been approved by the Conservation Commission. The project will plant 1700 trees and shrubs along 1500 feet of streambank. The total budget is \$22,816 including \$1,500 in technical assistance for KCCD.

MOTION- Update MOA with Mid-Columbia Fisheries to include the Sorenson Creek project and any additional approved SRF projects.

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

D. Natural Resource Inventory

1. 2022 Small Projects

Mark Crowley presented 6 potential small projects totaling \$36,000 in requests. Mark indicated that two of the projects some complications that may make completing them at this time redundant or difficult (Bare and Tilton). The Board directed Mark to talk further with these landowners about the identified issues and if not resolved to communicate that the projects are not approved at this time.

MOTION- Approve all small projects with limitations on approval for Bare and Tilton projects.

Bill Boyum, seconded by **Lynn** *Passed Unanimously*

VII. Exit Conference with State Auditor – This conference is scheduled for 8:30AM. Mark and Bill will remain after the meeting to participate.

VIII. Adjournment

Chair Mark Moore adjourned the meeting at 8:04 AM.

MOTIONS APPROVED:

MOTION – Approve the August Treasurer's Report and the regular meeting minutes from August 11, 2022.

Lynn Brown, seconded by **Bill Boyum** *Passed Unanimously*

MOTION – Approve check numbers 20695 - 20718 and EFT Transactions 741, 802, and 803 for a total of \$67,196.06 (Payroll Checks 20695 - 20696, 20702 - 20706 and all EFTs); building account check numbers 2142 - 2147 for a total of \$8,993.18. Approve pending payments totaling \$28,173.97 contingent upon receiving grant reimbursement requests.

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

MOTION- Approve extension of Task Order 1 with Anderson Perry & Associates and Task Order 1 with Anchor QEA for on-call engineering services to June 30, 2023.

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

MOTION- Approve Anderson Perry & Associates Task Order #13 extension to March 2024.

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

MOTION- Approve MOA with the Yakama Nation for the Taneum Creek Project.

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

MOTION- Update MOA with Mid-Columbia Fisheries to include the Sorenson Creek project and any additional approved SRF projects.

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

MOTION- Approve all small projects with limitations on approval for Bare and Tilton projects.

Bill Boyum, seconded by **Lynn** *Passed Unanimously*



Recording Secretary



Date



Board Member



Date