



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

**Board of Supervisors Regular Meeting  
 November 8, 2018 1:00 PM - KCCD Office**

**ATTENDANCE**

<b>Mark Moore</b> , Chair <b>Jeff Brunson</b> , Auditor <b>Bill Boyum</b> , Member	<b>KCCD Staff:</b> Anna Lael, District Manager Miranda Nash, Financial Manager Sherry Swanson, Project Manager Mark Crowley, Resource Technician Wendy Mee, Resource Technician Ryan Roberts, District Engineer Bridger Cohan, Resource Technician <b>Guests:</b> Erin Kaczmarczyk – NRCS Leah Hadfield – Roslyn City Council (by phone) Shana Joy – South Central Regional Manager, WCC
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I. **Call to Order-** Chair Mark Moore called the meeting to order at 1:02 pm.

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

**MOTION** – Approve the October Accountant’s Report, and the regular meeting minutes from October 11, 2018.

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

*Passed Unanimously*

III. **Approve Bills, including Building Account and Manastash O&M Fund Bills**

(see attached spreadsheet)

**MOTION** – Approve check numbers 16561 – 16607 for a total of \$120,525.27 (Payroll Checks 16564-16571 and 16603 – 16607 and building account check numbers 762 – 773 for a total of \$5,730.10. Approve pending payments totaling \$38,455.65 contingent upon receiving grant reimbursement requests.

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

*Passed Unanimously*

**Pending Bills To Be Paid**

Date	Check #	Vendor	Amount
8/7		Reiss-Landreau Research	\$3,475.00
8/7		Reiss-Landreau Research	\$3,475.00
8/9		Reiss-Landreau Research	\$3,475.00
8/17		Reiss-Landreau Research	\$3,787.00
9/13		Reiss-Landreau Research	\$3,787.00
10/23		Reiss-Landreau Research	\$3,475.00
10/11		Anchor QEA	\$4,223.50
10/11		Anderson Perry	\$7,475.00
11/8		Bartsma Farms	\$1,000.00
11/8		Karen Poulsen	\$ 402.15
11/8		Rafter B, Inc.	\$1,000.00
11/26		Anchor QEA	\$2,534.50
10/16		Anchor QEA	\$ 346.50
			<b>\$38,455.65</b>

#### IV. **NRCS Report** – See attached NRCS Report

Erin reported that there is no news on the lease. The modification for the space agreement is approved but will expire the end of June 2019. There is a new Central Area Archaeologist starting soon. A Technical Service Provider Workshop is scheduled for this month. CSP annual payment letters have been sent there are no 2019 CSP renewals being obligated at this time. There is no update on whether the Ellensburg Resource Conservationist position will be extended.

#### V. **Old Business**

##### A. **KCCD Project Reports**

##### 1. **Conservation Commission Grants** –

- a) **Implementation** – Mark C. reported that he has contacted the landowners for the 6 projects that were approved. One landowner has turned down their project for personal reasons and Mark C. is moving down the list. The cultural resources consultation will begin soon on these projects.
- b) **Natural Resource Investments (NRI)** – Mark C. reported that the project for Dyk started construction a few weeks ago. The Gibb project received approval this morning on their cultural resource's consultation.

##### 2. **Firewise/Fuels Reduction**

- a) **Kittitas Fire Adapted Community Coalition (KFACC)** – Rose is meeting at an All Hazards Plan meeting today with the County. Anna reported we will have our own annex to All Hazards Plan and may be able to bill direct to EMD for the new FEMA grant. Rose is working on a new application. The KFACC group meeting is scheduled for next week and meetings have been well attended.
- b) **County Wildfire Protection Plan Update (CWPP)** – The updated is complete. Anna attended the WAFAC meeting where it was discussed that Anchor is over budget. The County stated they had funds to contribute to the overages
- c) **DNR Funding (Joint Chiefs & Chipper Crew)** – The District is using funds for outreach.
- d) **Washington RC&D (WAFAC and TRES Grants)** –.

##### 3. **BPA – Yakima Tributary Access & Habitat Project (YTAHP)**

- a) **General Project Update** – The contract modification with BPA has been approved. Mid-Columbia didn't need additional funding for their Coleman Creek project.
- b) **Individual Projects**
  - 1) **Caribou/Parke Creek** – Mark C. and Ryan met with the landowners on Caribou Creek and are waiting for permits. Anna reported that there is a new archaeologist at BPA reviewing the survey reports and she has requested significant revisions to the report. Mark and Ryan will be meeting with one of the landowners next Tuesday regarding the Parke Creek pump station.
  - 2) **Coleman Creek (Valley Land Co)** – Anna reported that the SRFB Grant Manager was in the area and did a site visit. She took her to this project site and discussed the remaining items in the grant, the pump station and removal of the existing diversion dam. There are more

funds left in the grant than are needed so Anna will need to provide an amount for the remaining work so the unneeded funds can be reallocated by SRFB.

- 3) **Little Naneum-** Anna reported that there is a delay with this project as BPA just received to cultural survey. Redo initiation letter and report.
- 4) **Spring Creek** – Mark C. reported that the well driller has agreed again to do the work this winter. Mark is waiting on costs for power and pipe installation. The cultural resources report has been sent to BPA for review.
- 5) **Bristol Flats** – Anna reported that she is waiting on a draft design and cost estimate from the irrigation vendor.

#### 4. **Manastash Restoration Project**

- a) **Project Facilities Updates** – Sherry report that KRD supplementation ended on Monday. Flows have been up due to rain this week. There was a fish rescue planned but so far there has been continuous flow so there may not be a need for a fish rescue. Sherry received a call from HDR regarding the leaky vaults and the attorney is involved.
  - b) **Reed Pipeline Design** – Sherry and Ryan are reviewing and design is at 90%. Should have design to Anderson Perry by the end of this month.
  - c) **Stockwater Acquisition-** Sherry reported that work continues on the stockwater acquisition. There are large rights on MWDA, but also small ones on Reed and Keach/Jensen that are being considered.
  - d) **Manastash Steering Committee Meeting Report** - Anna and Sherry facilitated a Manastash Steering Committee meeting in October. The main agenda items were related to the long-standing issue of ownership of the facilities and long-term operations and maintenance. The meeting was rescheduled to ensure the irrigators, Tom Tebb (Ecology), Mike Livingston (WDFW), etc. could all be there.
    - 1) **Ownership** – Ownership of the facilities by BPA appears at this time not to be changing.
    - 2) **O&M Fund** – The O&M fund that was established before construction of the facilities has been expended. Continuation of the O&M work is critical. In the discussion at the Steering Committee meeting, Tom Tebb committed to assist with funding O&M costs for the next two years. There is some funding available in the current Ecology grant with the KCCD, but more will need to be added or a new grant started. The Steering Committee also discussed requesting that the US Bureau of Reclamation assume the O&M costs. This had been discussed previously, as Reclamation is negotiating their BA and mitigation would be needed. Assisting with the Manastash project could be something for which they could receive credit. So, the Steering Committee directed Anna to draft a letter to the Bureau requesting their assistance.
5. **Voluntary Stewardship Program** – Anna reported that she continues to do VSP outreach. She attended the County Farm Bureau meeting today, presenting a VSP update. There have been discussions on how to collect data from producers. There is a Conservation Commission meeting in Moses Lake on December 11<sup>th</sup>.
6. **RCPP - Toppenish to Teanaway Agreement**

a) **EQIP Contracts Status –**

- 1) **FY18 Contracts –** Most of the projects are under construction now.
- 2) **FY19 Sign-Up –** The sign-up deadline was last Friday. There were 35 applications received. Five were rolled over from last year. Eight are applications from beginning farmers. Over the next few weeks the applications will be ranked.

b) **Conservation Easements**

- 1) **ACEP-Agricultural Land Easements –** Forterra and Hairpin Ranch are continuing to consider and negotiate the appraisal for their property.
- 2) **Healthy Forest Reserve Program –** Anna continues to work toward the meeting with the agencies about this program.

7. **WSSC – RCPP Match Grant**

- a) **Cost Share Projects–** The three sprinkler conversion projects are moving forward, with one under construction and the other two expected this winter. Anna is also working with partners and has a meeting scheduled for the 19<sup>th</sup> to continue to coordinate projects.

8. **Integrated Plan Sprinkler Conversion Projects**

- a) **Hairpin Ranch –** No update on this project as it is tied to the negotiations on the conservation easement.

**B. Rates & Charges**

- a. **City of Roslyn –** Anna sent a letter to the Board of County Commissioners, and the Kittitas County Assessor and Treasurer offices informing them about the inclusion of Roslyn. Anna stated that she will be working on a webpage update that will include information just for residents of Roslyn regarding the system of rates & charges. She will work with Leah and city staff to put that information together.

**C. District Building (2211 W. Dolarway Rd) –**

- a. **Snow Removal Contract –** Crystal Clear provided an updated snow removal contract.

**MOTION –** Approve contract with Crystal Clear for snow removal.

**Jeff Brunson, seconded by Bill Boyum**

*Passed Unanimously*

- D. **Financial Statement & Accountability Audit –** Anna and Miranda reviewed the Federal expenditures to date this year and it appears that the District will not need a single federal audit next year.

**VI. New Business**

- A. **2019 Election Resolution –** Anna presented a draft of the resolution for the 2019 election for the Board of Supervisors. The notice of intent to adoption the resolution will published in the newspaper. The resolution will be on the agenda for the December 13 Board meeting.

- B. **WACD Annual Meeting Resolutions –** The Board reviewed the resolutions that will be presented at the WACD Annual Meeting.

- C. **Website Update -** Anna reported that Bridger has been helping with the District website and we are close to transitioning to the new site. There will be an elections page that will only be live when there are elections. This site will be more user friendly.

**VII. Public Comment**

Shana Joy (Conservation Commission) discussed on the upcoming elections and directed staff to the Commission website for forms and information. She reported that there is a committee meeting regarding the allocation of Implementation funds to Districts next week. Shana also encouraged the District to complete the survey that is currently out from the Commission.

**VIII. Adjournment**

Mark Moore adjourned the meeting at 2:56 pm

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**MOTIONS APPROVED:**

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Miranda Nash  
Recording Secretary

12/13/18  
Date

Mark Moore  
Board Member

12/13/18  
Date

