



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
June 13, 2019 7:00 AM - KCCD Office

ATTENDANCE

<p>Board of Supervisors: Mark Moore, Chair Lynn Brown, Vice Chair Matt Eslinger, Member <i>(by phone 7:00 am- 7:10 am, in person 7:10 am – 7:57 am.)</i></p>	<p>KCCD Staff: Anna Lael, District Manager Miranda Nash, Financial Manager Sherry Swanson, Project Manager Mark Crowley, Resource Technician Brent Dixon, Project Manager Ryan Roberts, Engineer</p>
<p>Guests: Michael Charlton Leah Hadfield, Roslyn City Council Shana Joy, WSCC South Central Regional Mgr.</p>	

- I. **Call to Order-** Chair Mark Moore called the meeting to order at 7:00 AM.
- II. **Approve Accountant’s Report and Meeting Minutes**
MOTION – Approve the May Accountant’s Report, the regular meeting minutes from May 9, 2019.
Lynn Brown seconded by **Matt Eslinger** *Passed Unanimously*
- III. **Approve Bills, including Building Account and Manastash O&M Fund Bills**
(see attached spreadsheet)
MOTION – Approve check numbers 16926-16984 for a total of \$152,160.65 (Payroll Checks 16948-16955, and 16979-16983) building account check numbers 855-874 for a total of \$7,250.82. Approve pending payments totaling \$41,558.51 contingent upon receiving grant reimbursement requests.
Matt Eslinger, seconded by **Lynn Brown** *Passed Unanimously*

Pending Bills To Be Paid

Date	Check #	Vendor	Amount
9/26	TBD	Anchor QEA	\$2,534.50
10/16	TBD	Anchor QEA	\$346.50
6/13	TBD	Ron Sorensen	\$7,944.60
6/13	TBD	Matthew cox	\$5,962.09
6/13	TBD	Mary Rill	\$3,400.00
6/13	TBD	Deborah Wells	\$4,000.00
6/13	TBD	Glen Hutchinson	\$4,000.00
6/13	TBD	Palouse Conservation District	\$5,455.82
6/13	TBD	Perteet	\$2,635.00
6/13	TBD	Perteet	\$5,280.00

\$41,558.51

- IV. **NRCS Report** – See NRCS report. Anna had no update on the lease.
- V. **Old Business**
 - A. **KCCD Project Reports**
 - 1. **Conservation Commission Grants**

- a) **Implementation** – Mark C. reported that the small cost share projects are complete, and the receipts have been received from the landowners.
- b) **Natural Resource Investments** – Anna reported that the Commission asked for the top two projects for the next grant. She presented the criteria used in the past to rank projects. The Board reviewed and discussed the criteria and determined no changes were needed.
MOTION – Approve the Natural Resource Investments project ranking criteria as presented.
Lynn Brown, seconded by **Matt Eslinger** *Passed Unanimously*

2. Firewise Fuels Reduction

- a) **Kittitas Fire Adapted Communities Coalition (KFACC)** – Anna is working on the Washington Fire Adapted Communities (WAFAC) budget for 2019. The WAFAC grant will help fund some KFACC activities as well as funding for the Sherriff's Office training for Everbridge (the new emergency notification system).
- b) **Cle Elum – Roslyn Fire Adapted Communities and Forest Resiliency Project**
 - 1) **On-line Map** – Anna continues to work with Mapseed and the beta version of the online map is not ready yet.
 - c) **DNR Funding (Joint Chiefs and Chipper Crew)** – The District received the signed agreement from DNR for the chipping crew just last week.

3. BPA – Yakima Tributary Access & Habitat Project

- a) **General Project Update**
 - 1) **General Project Update** – no update
 - 2) **Individual Projects**
 - **Bristol Flats** – Anna reported that all permits are in and that the project might be able to start in the next couple of weeks instead of this fall.

Matt Eslinger exited the meeting by phone and joined the meeting in person 7:10 am.

4. Manastash Restoration Project

Anna discussed Sherry's recent encounter with another cougar at MWDA. Sherry has talked with the Washington Department of Fish & Wildlife (WDFW) staff. They asked that any cougar sightings be reported to them. Sherry talked with the neighboring landowners to encourage them to report as well.

- a) **Project Facilities Updates** – Sherry reported that Manastash Creek is still serving up to the 5th class water rights holders. KRD supplementation is at 18 CFS.
- b) **Stockwater Acquisition** – Sherry is waiting on Trout Unlimited to do valuation before this acquisition can move forward.

5. Voluntary Stewardship Program-

- a) **On-Line map Portal** – Anna reported that the online beta version online map portal is ready for review by the Watershed Group. The map will be reviewed at the next VSP meeting on July 26th.

6. RCPP – Toppenish to Teanaway Agreement

a) EQIP Contract Status

1) **FY18 Contracts** – no update

2) **FY19 Sign up** – Anna reported that an application was received from a landowner (Henry Brist) who recently passed away. The application ranks high and Sherry has been working on the project for several months. The project design is complete and the cultural resources consultation is nearly complete as well. Anna and Sherry have been working with NRCS to transfer the project to his survivors (wife and/or sons). There are program requirements within NRCS that state the application must be cancelled and a new application signed. Since this is an RCPP application and the District has some control over the sign-up, Anna requests Board approval to accept the transfer of the application to the survivors and continue the project as planned.

MOTION – Approve accepting the transfer of the application to the survivors of Henry Brist and move forward with the project.

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

b) Conservation Easements – no update

7. WSCC – RCPP Match Grant

a) Cost Share Projects – Two cost share projects for electrical power related to the RCPP 2018 contracts were submitted this past month to the Commission. There is one remaining project to be submitted for the 2018 contracts.

8. Integrated Plan Sprinkler Conversion Projects – No update

B. KCCD Rates & Charges – No update

C. District Building – Anna reported that Kristie Kiewlich did not sign another year lease and will be moving out the middle of this month. Anna has scheduled a walkthrough of the suite with Kristie for this coming Monday. The Triple Net has been reconciled and the District owes the balance to Kristie Kiewlich as well as any or all the security deposit pending the final walkthrough.

D. Drought Emergency Declaration – Anna reported receiving notification from the Commission that drought funds had been awarded. Unfortunately, the total was half of what was requested. The drought funds available through Ecology do require a 50% match, but she was under the impression that the requests through the Commission would be fully funded. Anna has asked Jon Culp for clarification, but not yet received a response. The equipment is still needed and Anna suggests that the RCPP contribution grant from the Commission could be used to cover the other half of the cost. A main resource concern of the RCPP project is inefficient water use, so equipment to help with irrigation water management would fit.

MOTION – Approve the addendum for the drought funds and purchases of the equipment using both drought funds and the RCPP Contribution funds from the Commission after confirming that funds from these two sources may be used together.

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

E. Annual Plan of Work – Anna submitted the annual plan of work by the deadline and it's now posted on the District website.

VI. New Business

A. NRCS Office Space Emergency Lease Solicitation – Anna received the emergency lease solicitation from NRCS for office space. The proposal is due Monday June 17th. Anna's understanding is that the lease will be for the space currently occupied by NRCS and FSA. The

lease agreement would be month to month and no more than 18-months long. Anna requested approval to submit the documents for the lease solicitation.

MOTION – Authorize the District Manager to submit a response to the emergency lease solicitation from NRCS contingent on review by the Chair.

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

B. WSCC Master Agreement – The Board reviewed the master agreement contract with the Commission for the next biennium.

MOTION – Approve the 20-21 Master Contract with the Conservation Commission.

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

C. VSP Interlocal for 20-21 biennium – Anna presented the 2020-2021 interagency agreement with Kittitas County and the District for the Voluntary Stewardship Program (VSP). The total grant award to the County is for \$240,000. This agreement reserves \$2,000 for the County for administration of the grant and provides \$238,000 for District to implement VSP.

D. Drone Policy – Anna and Brent drafted a drone policy for the District based on one just completed by the Spokane Conservation District. Brent is working on getting his pilot license to fly the drone.

MOTION – Approve the Drone Policy to be added to the District Operations Handbook.

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

VII. Public Comment

A. Leah Hadfield with Roslyn City Council asked about setting up a meeting to discuss projects and funding. Anna will coordinate a meeting time.

B. Shana Joy with the Commission discussed the Conservation Accountability & Performance Program (CAPP) guidelines that was sent to the District in February. The District has completed all CAPP guidelines on the list.

There is an all-districts meeting scheduled for August 21st to review the election process.

A draft policy for a livestock technical assistance program is being developed with hopes to take the final version of the grant concept to the Commission in July.

Shana announced that she will be filling Ray Ledgerwood's position after his retirement later this month.

VIII. Adjournment

Mark Moore adjourned the meeting at 7:57 am

MOTIONS APPROVED:

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Miranda Nash
Recording Secretary

07/11/19
Date

Matt Eslinger
Board Member

7/11/19
Date