



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
 February 13, 2020 1:00 PM - KCCD Office**

ATTENDANCE

Board of Supervisors: Mark Moore, Chair Bill Boyum, Member Lynn Brown, Vice Chair	KCCD Staff: Anna Lael, District Manager Miranda Nash, Financial Manager Brent Dixon, Project Manager Wendy Mee, Resource Technician Sherry Swanson, Project Manager Mark Crowley, Conservation Planner
Guests: Holly Taylor, NRCS Resource Conservationist Allisa Carlson, WSCC	

- I. **Call to Order-** Chair Mark Moore called the meeting to order at 1:00 PM.
- II. **Approve Accountant's Report and Meeting Minutes**
MOTION – Approve the December Accountant's Report, the regular meeting minutes from January 19, 2020
Lynn Brown, seconded by **Bill Boyum** *Passed Unanimously*
- III. **Approve Bills, including Building Account and Manastash O&M Fund Bills**
 (see attached spreadsheet)
MOTION – Approve check numbers 17346-Q - 17404 for a total of \$266,729.27 (Payroll Checks 17364-17371 and 17400-17404) building account check numbers 974-990 for a total of \$6,555.82. Approve pending payments totaling \$259,739.11 contingent upon receiving grant reimbursement requests.
Bill Boyum, seconded by **Lynn Brown** *Passed Unanimously*

Pending Bills To Be Paid

Date	Check #	Vendor	Amount
12/12	TBD	Anderson Perry	1,550.00
12/12	TBD	Lazy F Camp & Retreat Center	1,997.50
12/17	TBD	Reiss-Landreau	3,991.00
1/9	TBD	Anderson Perry	1,049.20
12/30	TBD	Calvert Technical	3,707.20
1/10	TBD	Belsaas & Smith	128,190.60
1/15	TBD	HLA	14,271.24
2/4	TBD	Anderson Perry	7,757.50
2/4	TBD	Anderson Perry	1,703.75
2/4	TBD	Anderson Perry	5,736.25
2/4	TBD	Anderson Perry	1,417.50
2/10	TBD	Reiss-Landreau	4,915.00
2/11	TBD	HLA	2,500.20
2/11	TBD	Thayer Excavating	79,275.70
2/12	TBD	Weaver Ranch	1,676.47

- IV. NRCS Report** – (see attached) Holly gave the NRCS report. The State Office has received the Big Bend Team's LWG funding pool proposal for 2020. Staff and partners attended the Central Area Farm Bill Training the end of January. From current information available, WA State will have 1 nationally set program deadline, instead of the usual multiple EQIP funding rounds and multiple CSP funding rounds. The Big Bend Team (BBT) is reaching out to State Office staff to see who would be providing Farm Bill Updates/Training for producers. If the District is interested in hosting a session let the BBT know. RCPP Proposals were due December 3, 2019. Konrad & Laura will be working on the submitted RCPP applications. No national bulletin has been released for CSP FY2020 at this time. The commenting period for the CSP Interim Rule closed on 1/13/20. The December general sign-up for CRP was announced on December 9, 2019. The WA NRCS is down to around 110 people on staff currently. The State Office is working to hire on 25 specific positions and will be batch/corporate hiring as an agency nationwide this spring. Erin Kaczmarczyk continues to be filling in as acting Area Conservationist and Liz Keith continues to be filling in as acting District Conservationist for the Big Bend Team.

Anna reported on the existing NRCS task order for cultural resource surveys. One project survey has been delayed by weather. The task order is extended to the end of June.

V. Old Business

A. KCCD Project Reports

1. Conservation Commission Grants

a) Implementation

- 1) Small Project Cost Share Program** – The cultural resources surveys have been completed and the report submitted for review by DAHP and the Yakama Nation. Mark C. reported that designs are in on for two of the four projects.

- b) Natural Resource Investments** – The District has a replacement for the cancelled agreement and the change has been made with the Conservation Commission.

- c) Drought Funding** – The drought funding is nearly spent out. It looks like funding will end April 1st.

2. Firewise/Fuels Reduction

- a) Kittitas Fire Adapted Communities Coalition (KFACC)** – Anna reported that during the negotiation for the proposal for social marketing through DNR, the Cle Elum area was dropped from the project. So that project/funding is off the table. Anna and Wendy did meet with DNR about renewing the chipping grant for this year with the plan to allow the District to hire the chipper crew directly.

- b) FEMA Grant Agreement** – This agreement is moving forward. Anna shared the maps of the project areas including: Wagon Wheel, Sunlight Waters, North Cle Elum Ridge, & South Cle Elum Ridge. A kickoff meeting with the WA State Emergency Management Division is scheduled for March 6th at the District office.

3. BPA – Yakima Tributary Access & Habitat Project

- a) General Project Update** – Anna reported that the contract with BPA has moved through the process and should be out for approval soon.

1) Construction Projects

- **Bristol Flats Fish Screen & Pump Station** – Anna reported that flows have been high, and they need to go down before

the bank stabilization work can be done. The pump is not installed yet but needs to be installed by March 31.

- **Cooke Creek Fish Screening & Passage** – Anna gave an overview of change order 03 that was drafted for replacement of the flow meters. The current flow meters do not match pipe sizes as the landowners understood they would and so need to be upsized. The existing meters will be returned for a credit. The cost is approximately \$80,000 less any credits for returned materials. Ryan discussed the details of the meters and the project status. He indicated that the vaults don't have sumps and that running conduit for the electrical that could serve sump pumps would be an easy addition. He and Anna talked about the opportunity to work with Thayers on the return of materials so that the change order would be less those credits. Anna recommended approving the Change Order for the full amount and allowing staff to work with Thayers on the credits.

MOTION – Approve Change Order 03 up to \$80,000, subject to negotiation with Thayer Excavating for credits and approve the conduit to the vaults.

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

4. Manastash Restoration Project

a) **Project Facilities Updates** – Switched over to KRD. No updates

b) **Stockwater Acquisition** –

- 1) **Orifice Plates** – Sherry asked three local companies to provide costs for fabrication of orifice plates to regulate the diversion of stockwater. She received only two costs and discussed them with the Board. Funds from the Ecology Manastash grant will be used for the purchase.

MOTION – Approve purchase of orifice plates up to \$1,000 based on recommendation of staff.

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

- 2) **Calvert Task Order** – Sherry presented the task order with Calvert to do programming to add the orifice plates for stockwater, not to exceed \$2,365.20.

MOTION – Approve Calvert Technical task order for programming associated with Stockwater plates.

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

5. Voluntary Stewardship Program –

a) **Soil Health Workshop** – The workshop is scheduled for next week.

6. RCPP – Toppenish to Teanaway Agreement

a) **EQIP Contracts Status**

- 1) **FY 19 Contracts** - Sherry has one contract that is certified, and folks have signed paperwork for payment. Mark C. is working on 3 pivot projects that have been put up and waiting on one to be built.
- 2) **FY 20 Sign-Up** –Sherry has been in contact with this year's top screened applicants. Mark C reported that one applicant has cancelled.

b) **Conservation Easements** – Anna reported that the Board of County Commissioners approved the purchase agreement for Hairpin Ranch. We are waiting for the Yakama Nation to sign the amendment to move the Wetland

Reserve Programs funds into the ACEP-ALE category to fully fund the easement.

7. WSCC – RCPP Match Grant

- a) **Agreement with Forterra** - Anna sent Forterra a letter of commitment as approved at the last Board meeting.

8. Yakima Integrated Plan

- a) **Sprinkler Grant Amendment 01** – The sprinkler grant amendment extends the grant to December 2021 and adds \$500,000.

MOTION – Approve amendment 01 for grant Yakima Integrated Plan.

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

- b) **Wymer Reservoir Footprint Study** – Anna reported that she is waiting to receive information from Ecology regarding the reservoir inundation area and the potential purchase area.
- c) **Heritage Gardens Program** – Anna reported that a proposal was submitted to the Municipal subcommittee for Integrated Plan to extend the Heritage Gardens Program into Kittitas County. If funding is approved by the Water Conservation Committee and then by the Legislature, the program could begin here after July 2021. Staff would conduct site visits, help with demonstration gardens, and certify heritage gardens.

B. KCCD Rates & Charges – Anna will set up a meeting with the Board of County Commissioners in March.

C. District Building

1. **NRCS Lease Solicitation** – Anna had a teleconference with the broker yesterday. The solicitation is due March 3rd.
2. **Remodel Status** – The remodel plans were advertised for bid yesterday with a due date of February 27th. It requires bidders to do a walk through with Anna by February 21st. Anna is working with Cashmere Valley Bank on a refinance and loan for the remodel work.

D. Board of Supervisors 2020 Elections – The District had only one candidate and that was the incumbent, so the District was able to automatically re-elect and cancel the election.

E. WACD Legislative Days – Mark M. and Bill attended the WACD Legislative day where elections for districts were a topic of discussion.

F. KCCD Annual Meeting – The KCCD and Farm Bureau joint annual meeting dinner is coming up on February 27, 2020 at the Armory. Invitation postcards have been mailed out.

G. Schedule 22 – Matt and Bill volunteered to go through the Schedule 22 on February 21st with Anna and Miranda.

VI. New Business

A. Envirothon Funding – The District has been asked to host the state competition. Wendy has been working to coordinate it. Lazy F Ranch has been reserved for the competition. The District received a Commission grant for \$10,000 for Envirothon. There has been interest from local high school students in Envirothon.

MOTION – Approve Commission funding for \$10,000 for Envirothon.

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

B. RCO/SRFB Swauk Creek Agreement – The agreement is ready for approval and signature. It is for \$168,691 for fish screening, fish passage, a pipeline and riparian planting and will extend to 12/31/2023.

MOTION – Approve grant agreement 19-1427 The Ranch on Swauk Creek.

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

C. RCO/SRFB Yakima Targeted Investments Agreement – Anna reported that this grant agreement is ready for Board approval. It is for \$883,088 and extends to 3/15/2024 for fish screening, fish passage, on-farm irrigation systems and design of the Cascade Irrigation District intersections.

MOTION – Approve grant agreement 19-1721 Yakima Fish Passage Targeted Investment Projects.

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

D. Social Media 2020 Proposal – Anna has been working with North by Northwest on outreach, social media and videos. This proposal is for assistance up to \$13,000 for the current year.

MOTION – Approve 2020 proposal from North by Northwest up to \$13,000.

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

E. NACD Technical Assistance Grant – The NACD Technical Assistant Grant Application is out and open to the District to apply as we are still a priority. The District is currently able to fund Nathan's position until the end of August 2020. This application would extend the funds for another year.

MOTION – Approve application for NACD Technical Assistance funds.

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

F. NACD Urban Agriculture Grant – Anna reported that this grant was approved by NACD this week.

VII. Public Comment

Allisa Carlson discussed that there are six Urban Agriculture Grants awarded in the state. Allisa will start CAPP evaluations. The new Southwest Regional Manager is Josh Giuntoli as Stu Trefy will be retiring in June. There is a statewide budget meeting April 14-15 here in Ellensburg. Allisa confirmed that the Commission received confirmation of our Board of Supervisors completion of the open public meetings act training.

VIII. Adjournment – Chair Mark Moore adjourned the meeting at 3:15pm

MOTIONS APPROVED:

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Passed Unanimously

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Jeff Brunson, seconded by **Lynn Brown**

Passed Unanimously

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Lynn Brown, seconded by **Bill Boyum**

Passed Unanimously

MOTION – Approve Calvert Technical task order for programming associated with Stockwater plates.
Bill Boyum, seconded by Lynn Brown *Passed Unanimously*

MOTION – Approve amendment 01 for grant Yakima Integrated Plan.
Lynn Brown, seconded by Bill Boyum *Passed Unanimously*

MOTION – Approve Commission funding for \$10,000 for Envirothon.
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MOTION – Approve grant agreement 19-1427 The Ranch on Swauk Creek.
Bill Boyum, seconded by Lynn Brown *Passed Unanimously*

MOTION – Approve grant agreement 19-1721 Yakima Fish Passage Targeted Investment Projects.
Bill Boyum, seconded by Lynn Brown *Passed Unanimously*

MOTION – Approve 2020 proposal from North by Northwest up to \$13,000.
Lynn Brown, seconded by Bill Boyum *Passed Unanimously*

MOTION – Approve application for NACD Technical Assistance funds.
Bill Boyum, seconded by Lynn Brown *Passed Unanimously*



Mianda Nash
Recording Secretary

3/12/2020
Date

Wendy Boyum
Board Member

3/12/2020
Date