



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
August 8, 2019 7:00 AM - KCCD Office

ATTENDANCE

Board of Supervisors: Mark Moore , Chair Lynn Brown , Vice-Chair Bill Boyum , Member Matt Eslinger , Member (by phone until 7:22 am, then in person)	KCCD Staff: Anna Lael , District Manager Miranda Nash , Financial Manager Sherry Swanson , Project Manager Mark Crowley , Resource Technician Brent Dixon , Project Manager Wendy Mee , Resource Technician
Guests:	

- 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 July Accountant’s Report, the regular meeting minutes from July 11, 2019 and special meeting minutes from July 23, 2019.
Bill Boyum 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 17028 -17087 for a total of \$234,082.41 (Payroll Checks 17045-17052 and 17083-17087) building account check numbers 891-895 for a total of \$4,731.46 Approve pending payments totaling \$21,791.67 contingent upon receiving grant reimbursement requests.
Bill Boyum, seconded by **Matt Eslinger** *Passed Unanimously*

Pending Bills To Be Paid

Date	Check #	Vendor	Amount
7/26	TBD	Perteet	\$2,002.50
7/16	TBD	Mid-Columbia Fisheries	\$1,574.37
7/30	TBD	Kittitas Conservation Trust	\$7,817.80
7/16	TBD	U.S. Geological Survey	\$6,610.00
8/7	TBD	Reiss-Landreau Research	\$3,787.00

- IV. **NRCS Report** – There was no NRCS report. Anna reported that the District received the first rent payment under the emergency lease agreement. Anna reported that a meeting is scheduled for Monday with Roylene and a small group of producers to discuss NRCS cultural resource process. The meeting was requested by the producers and they asked to have the meeting in our conference room. Both Anna and Mark Moore will be attending.
- V. **Old Business**
 - A. **KCCD Project Reports**
 - 1. **Conservation Commission Grants**
 - a) **Implementation** –

- 1) **Small Project Cost Share Status** – Mark C. has received two applications so far.
 - 2) **Orca Funding** – The Commission has allocated \$11,000 in Orca funds for every conservation district the state. Anna discussed possibly using funds for cost share to help with salmon recovery. The Board preferred this to spending it on outreach.
- b) **Natural Resource Investments** – The top two projects have been approved by the Conservation Commission and the cost share agreements for Rafter B and Mark Anderson are in progress.

MOTION – Approve cost share agreements with Rafter B and Mark Anderson using Natural Resource Investments funds.

Bill Boyum, seconded by **Matt Eslinger** *Passed Unanimously*

- 1) **Cultural Resources Task Order** – Anna reported that cultural resources consultations have been initiated for the two projects. DAHP is requiring a survey for one but not the other. We are waiting for a response from the Yakama Nation to see if they ask for a survey on both. The task order with Reiss Landreau for the two projects is for \$7,778.

MOTION – Approve Task Order 2019-11 with Reiss Landreau for the Natural Resource Investments projects not to exceed \$7,778.

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

2. Firewise Fuels Reduction

- a) **Cle Elum – Roslyn Fire Adapted Communities and Forest Resiliency Project**

- 1) **On-line Map** – The on-line map beta version is out for review.

- b) **DNR Funding (Joint Chiefs and Chipper Crew)** – The chipper crew has been out working and will be finishing up chipping next week. Wendy has been talking to DNR about lining up chipping in the fall.

7:22 AM - Matt Eslinger exited the meeting by phone and joined in person at the district office.

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

- a) **General Project Update**

- 1) **General Project Update -**

Anderson Perry Task Orders – Anna reported that design work for the Parke Creek project and the Cascade canal intersections needs to be contracted with Anderson Perry. The Parke Creek designs are at 30% and the Cascade Canal sites are various levels. YTAHP funds are available for both with \$25,000 for the Cascade Canal projects and \$5,000 for Parke Creek.

MOTION – Approve District Manger to negotiate task orders for the Parke Creek project design completion, and additional design work for the Cascade Canal intersections with the available YTAHP funds.

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

Surveyors – The District needs to advertise again for land surveying services. It would be a Request for Proposal through the MRSC Rosters.

MOTION – Approve advertising and Request for Proposal for land

surveying services.

Bill Boyum, seconded by **Matt Eslinger** *Passed Unanimously*

2) Individual Projects

- **Bristol Flats** – The District is waiting to hear back from landowners as the project continues to be delayed.
- **Cooke Creek Bid Schedule** – The project is moving forward, and staff is hopeful that if the designs are received in time the advertisement for bid could occur prior to the next Board meeting in September.

MOTION – Approve advertising the Cooke Creek project for bid.

Bill Boyum, seconded by **Matt Eslinger** *Passed Unanimously*

4. Fish Barrier Removal Board

- a) **Project Contracts** – Anna reported that the project contracts are written out to June 2022. The district should receive the grant agreements soon for Park Creek and Caribou Creek.

MOTION – Approve grant agreements for Park Creek and Caribou Creek projects funded by the Fish Barrier Removal Board.

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

5. Manastash Restoration Project

- a) **Project Facilities Updates** – Sherry reported that flows are down this week and she has recorded a new earliest low flow at 7.54 CFS. KRD is supplementing water so the creek isn't dry. Sherry hopes to have the MWDA 20" meter project out for advertisement early next week.
- b) **Stockwater Acquisition** – Sherry reported that Trout Unlimited is looking at a lease for winter as they don't think they will be able to do the acquisition. Sherry has contacted the Department of Ecology to see if funds for the task can be used to help with the lease of water.

6. Voluntary Stewardship Program--

- a) **On-Line map Portal** – Anna reported that the on-line map portal is out and discussed sending postcards with a link to the portal.
- b) **Equipment Purchase** – In the budget for VSP there is an equipment fund intended for the purchase of a multi-spectral camera for the drone. The camera costs \$7,472.70 and has received approval from the VSP Watershed Group and is waiting on approval from the Conservation Commission.
MOTION – Approve purchase of multi-spectral camera for the drone pending approval by the Conservation Commission.
Bill Boyum, seconded by **Matt Eslinger** *Passed Unanimously*
- c) **2 Year Report Draft** – Anna sent out the draft biennial report for review and comments. The County is on track to meet all goals and objectives of the VSP work plan. The final biennial report is due by the end of the month.

7. RCPP – Toppenish to Teanaway Agreement

a) EQIP Contract Status

- 1) **FY19 Sign up** – The second-round signups applications are getting close to signing contracts with NRCS. Some have cultural clearance

and are ready to go as soon as they are contracted by NRCS. They are in the top group of projects but are not listed as #1 and #2 so staff is working with NRCS to be sure it's okay to sign contracts out of order. Anna reported that the District has remaining funds from last year and is hoping those funds can be rolled into funding more contracts this year.

b) **Conservation Easements** – No update.

8. WSCC – RCPP Match Grant

a) **Cost Share Projects** – The District was contacted by a landowner regarding a feeding operation and they have asked for assistance with concrete pads around feeders and watering facilities. Mark C. will contact the landowner regarding the potential projects that might fit under this grant.

b) **Cultural Resources Task Order** – Anna reported that amendments may need to be added to the Reiss Landreau Task Order to include additional RCPP projects.

MOTION – Authorize the District Manager to negotiate amendments to the Reiss Landreau Task Order 2018-10 to add RCPP projects as needed.

Bill Boyum, seconded by **Matt Eslinger** *Passed Unanimously*

9. Yakima Integrated Plan Sprinkler Grant

a) **Cultural Resources Task Order** – Anna reported that these funds need to be spent by next June. The District has a project lined up and it needs the cultural resources consultation initiated so it can be constructed swiftly.

MOTION – Approve Task Order 2019-12 with Reiss Landreau for the Yakima Integrated Plan sprinkler project not to exceed \$3,991.

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

B. KCCD Rates & Charges – No update.

C. District Building –

a. **NRCS Lease Solicitation** – Anna responded to the NRCS lease pre-solicitation and is waiting for the next step which should be a site visit.

D. Drought Emergency Declaration – Anna reported that the Kittitas Reclamation District believes they will be operating through the middle of September. We continue to wait on the amendment from the Conservation Commission before purchasing the flow equipment.

VI. New Business

A. Cultural Resources Task Order for LWG EQIP projects – Anna has submitted to NRCS the costs complete cultural resources surveys and reports for three recently approved EQIP applications. We are waiting to hear if the task order funds available through NRCS will pay for this work.

MOTION – Approve Task Order 2019-13 with Reiss-Landreau for the NRI projects not to exceed \$11,973 contingent on funding from NRCS.

Bill Boyum, seconded by **Matt Eslinger** *Passed Unanimously*

B. Annual Report of Accomplishments – Anna is working on the annual report of accomplishments which is due later this month.

C. Ecology Request for Assistance – Anna was contacted by Tom Tebb (Ecology) asking for assistance with a plan for the Eaton Ranch related to the potential Wymer Reservoir and providing stock water. Anna is working on a proposal with District staff and Tip Hudson to

complete a plan for watering facilities on the ranch that she will submit to Ecology for potential funding.

D. Conservation Commission request for office space – Shana Joy with the Conservation Commission contacted the Anna about providing office space for Allisa Carlson, the new Regional Manager. Anna discussed setting up an office space in Suite 1.

MOTION – Authorize District Manger to negotiate an agreement with the Conservation Commission for office space for the Regional Manager.

Bill Boyum, seconded by **Lynn Brown**

Passed Unanimously

VII. Public Comment - none

VIII. Adjournment

Mark Moore adjourned the meeting at 8:15 am

MOTIONS APPROVED:

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Mianda Nash
Recording Secretary

09/12/19
Date

Marta Moore
Board Member

9/12/19
Date