



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**  
**January 30<sup>th</sup>, 2024 12:00 PM – Zoom Meeting ID: 892 0111 0481**

**ATTENDANCE**

<b>Board of Supervisors:</b> <b>Mark Moore</b> , Chair <b>Lynn Brown</b> , Vice Chair <b>Jeff Brunson</b> , Auditor	<b>KCCD Staff:</b> <u>In Person</u> <b>Anna Lael</b> , District Manager <b>Dayna Wilkinson</b> , Financial Manager <b>Mark Crowley</b> , Conservation Planner <b>Miranda Nash</b> , Office Administrator <b>Wendy Mee</b> , Resource Technician
<b>Guests:</b>	

- I. **Call to Order**- Chair Mark Moore called the meeting to order at 12:02 PM.
- II. **Public Comment** -Chair Moore called for public comment. There was none.
- III. **Action Items**

**A. Coleman 4.4 Project**

**1. Change Order for Overtime Authorization**

Anna presented Change Order 2 for the project. Mark Crowley provided the Board with a description of the line items and the project status. The Corps permit is in hand but resulted in the contractor being delayed 13 days in starting the concrete work. In order to complete the project within the fish window, they are proposing to work up to four weekends. In addition to the concrete sub, the contractor must have one employee on site with them to oversee the work. Also, the contractor is proposing to build a tent structure to heat the entire site, allowing the concrete to cure at the same time that the sub is building the forms for the next pour. The weather has been challenging with temperatures and precipitation above average for last half of January and precipitation coming as rain. Although the contractor made significant efforts to build roads into the site, he had to do additional work including using steel plates to get the trucks in for the concrete work. The Board questioned the funding availability for this change order. Anna reported that funding is available to cover this change order, but if the project is not completed now, all project funding will be gone as the main grant expires in March.

**MOTION** – Approve Change Order 02 in the amount of \$58,630.76 for Thayer Excavating LLC’s contract for the Coleman 4.4 project.

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

**2. Anderson Perry & Associates Task Order 18 Amendment**

Anna presented an amendment to the Task Order for the Coleman 4.4. project that increases the cost by \$5,455. Mark Crowley explained that the additional costs are a result of modeling work required by Kittitas County for the floodplain permits. This work was requested by the County during the permit process and so not included in the original costs.

**MOTION** – Approve Anderson Perry Task Order 18 Amendment 03.

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

**IV. Adjournment**

Chair Mark Moore adjourned the meeting at 12:29 PM.

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**MOTIONS APPROVED:**

**MOTION** – Approve Change Order 02 in the amount of \$58,630.76 for Thayer Excavating LLC’s contract for the Coleman 4.4 project.

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

**MOTION** – Approve Anderson Perry Task Order 18 Amendment 03.

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

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*Dayna Mikusie*  
Recording Secretary

2/8/24  
Date

*Mark Moore*  
Board Member

2/8/24  
Date