



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
October 11, 2018 7:00 AM - KCCD Office

ATTENDANCE

<p>Mark Moore, Chair Lynn Brown, Vice-Chair (arrived at 7:30 am) Jeff Brunson, Auditor Bill Boyum, Member (arrived at 7:30 am) Matt Eslinger, Member</p>	<p>KCCD Staff: Anna Lael, District Manager Miranda Nash, Financial Manager Sherry Swanson, Project Manager Mark Crowley, Resource Technician Wendy Mee, Resource Technician Ryan Roberts, District Engineer Guests:</p>
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- I. **Call to Order**- Chair Mark Moore called the meeting to order at 7:09 AM

- II. **Approve Accountant’s Report and Meeting Minutes**
MOTION – Approve the September Accountant’s Report, and the regular meeting minutes from September 13, 2018.
Jeff Brunson 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 16519 – 16560 for a total of \$104,050.94 (Payroll Checks 16521-16527, 16536 and 16556-16560) and building account check numbers 753 - 761 for a total of \$9,349.82 and check numbers 1371-1377 for a total of \$1,35.13 for Manastash O&M reimbursements. Approve pending payments totaling \$41,771.33 contingent upon receiving grant reimbursement requests.
Matt Eslinger, seconded by **Jeff Brunson** *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	\$3,215.00
9/13		Reiss-Landreau Research	\$3,787.00
10/11		Kirk Riegel	\$ 222.58
10/11		Anchor QEA	\$4,223.50
10/11		Anderson Perry	\$7,475.00
10/11		Reiss-Landreau Research	\$3,215.00
10/11		Reiss-Landreau Research	\$3,475.00
10/11		Anderson Perry	\$1,946.25

\$ 41,771.33

IV. NRCS Report – see report

Anna reported that NRCS is advertising some EQIP. Anna received an email regarding a quarterly report for Bridger's position and there may be funding to extend the grant another year.

V. Old Business

A. KCCD Project Reports

1. Conservation Commission Grants –

a) **Implementation** – Mark C. presented the applications for small projects. The Board reviewed and ranked the projects.

MOTION – Approve top projects for the following applicants: Robert Bryant, Craig George, Mike Stanavich, Glen Hutchinson, Josh Mathews & Mary Rill.

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

b) **Irrigation Efficiencies Program – Natural Resource Investments (NRI)** – Mark C. reported that cultural is complete on Gibb's project. Dyk's project is underway

2. Firewise/Fuels Reduction

a) **Kittitas Fire Adapted Community Coalition (KFACC)** – Anna reported KFACC has been meeting every month. Rose is attending a WAFAC meeting conference this week.

b) **County Wildfire Protection Plan Update (CWPP)** – Anna reported that the CWPP update is complete. Anchor QEA helped with the update and they are over contract by about \$3,000. Anna has talked to BLM about contributing funds and they may be able to contribute \$1,500 but they can only pay with a credit card. The District can't accept a credit card but WARC&D can accept credit card payments, so Anna is looking into possibly using WARC&D as a pass through or seeing if BLM can issue payment directly to Anchor.

c) **Joint Chiefs Funding & Chipper Crew DNR** – Anna reported that DNR is doing cost share projects.

Anna reported that WARC&D is funding two grants. One of the grants covers prescribed fire. Rose participated in a prescribed fire burn as a volunteer with the Thorp Fire Department.

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

a) **General Project Update –**

1) **Budget & SOW Amendment** – Anna reported that the amendment is going through the BPA process and \$10,000 will be transferred from Yakima Conservation District to our District. The amendment includes the Cougar Gulch project with Kittitas Conservation Trust (KCT) and was to include a project for Mid-Columbia Fisheries Enhancement Group (MCRFEG) but Anna heard from MCRFEG that they don't need additional funds for their project.

b) **Individual Projects**

1) **Caribou/Parke Creek** – Anna reported that Ryan and Mark have been working on the design and permitting.

- 2) **Coleman Creek (Valley Land Co)** – Anna reported that the landowner has signed for removal of the diversion.
- 3) **Little Naneum**- Anna reported that the landowner signed the cost share application.

Bill Boyum and Lynn Brown arrived at the meeting at 7:30 am.

- 4) **Spring Creek** – Mark C. reported that he has been in contact with the well driller and the current well driller is not sure he can complete the work this year due to cold weather conditions. working on maybe finding another well driller. Anna presented a task order for Reiss-Landreau for cultural on the Spring Creek project.

MOTION – Approve task order 2018-08 for Reiss-Landreau for cultural on Spring Creek.

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

- 5) **Briston Flats** – Anna reported that we are waiting on Gary for a cost estimate. The District already has a river screen to install.
 - 6) **Cooke Creek Diversions - Final Design Task Order** – FBRB or SRFB looks to be funding sources. Need to do final design. Design is at 90%. Task order with Anderson Perry for bid ready design \$13475.
- MOTION** – Approve task order with Anderson Perry
- Bill Boyum**, seconded by **Lynn Brown** passed unanimously

4. **Manastash Restoration Project**

- a) **Approve Amendment to Scope of Ecology Grant** – Task order approved with programmer. He is working on alarms that were for low backup batteries in panes!, New batteries on order.
- b) **Project Facilities Updates** - Leaky vaults, KRCI was going to work on but haven't yet.
- c) **Reed Pipeline Design** – Sherry reported 90% design from Anderson Perry waiting on cultural to do 100% design.
- d) **Stockwater Acquisition**- Lisa with Trout Unlimited working with Manastash Water Ditch attorney on purchasing a portion if no all the stock water.

5. **Voluntary Stewardship Program** – Anna Franklin CD has been working with Anchor. There is a working group today and Bridger is attending. Online portal and way for producers to get online to report data, would like to do. Wendy and Bridger doing crop mapping. County new solar rules partly based on WSDA crop layer that is 2015 data which didn't pick up all irrigated pasture. Meeting in November on Updated.

6. **RCPP - Toppenish to Teanaway Agreement** –

- a) **EQIP Contracts Status** –
 - 1) **Next Sign-Up** sign up underway for EQIP. Updated ranking criteria, Two different holddowns. NRCS saying to advertise again because of CSP funding, they are working on farm bill and not sure what CSP will happen. We have 7 applicatios so far.
- b) **Conservation Easements**
 - 1) **ACEP-Agricultural Land Easements** – Landowner is getting appraisal report.
 - 2) **Healthy Forest Reserve Program**– hope to have sign up this fall.

7. WSCC – RCPP Match Grant

- a) **Cost Share** – Sherry and Mark working on power agreements and they are all done. Cost share for Rixinger working on. Papineau ring well paid for BPA we could still do sprinkler system. Gregorich has notice to proceed on sprinkler.
- b) **MOA with Mid-Columbia Fisheries for Teanaway Project** - Anna corrected to amount of money in the MOA.

8. Integrated Plan Sprinkler Conversion Projects

- a) **Hairpin Ranch** – Waiting on landowner to have appraisal.

B. Rates & Charges

- a. **City of Roslyn** – Anna sending letter to BOCC, Assessor and Treasurer to add Roslyn to assessment.

C. District Building (2211 W. Dolarway Rd) – Wendy got a couple of quotes for heating/air conditioning units for system maintenance. Waiting for companies to come on site to look at units.

D. Financial Statement & Accountability Audit – exit conference today at 9:00 am. There are two exit recommendations on a signature for agreement and a signature on reimbursement request form and a VSP lunch that should have been under assessment.

VI. New Business

A. Washington Counties Insurance Fund – Anna got quote fro WA counties insurance fund. The county and some fire districts do insurance through this some plans are the same. Anna hasn't asked Gayken's yet for theirs.

B. National Association of Conservation Districts Membership – NACD request for payment from NACD

MOTION – Approve payment for \$775 to NACD for dues.

Bill Boyum, seconded by **Lynn Brown** *passed unanimously*

C. Letter to Governor Inslee

VII. Public Comment

Anna has letter to Governor Inslee for support for Commission budget. Anna prepared and emailed a draft to the Board for review.

At 8:35 am Chair Mark Moore announced a recess until 9:00 am. *Jeff Brunson & Matt Eslinger left the meeting.*

Meeting resumed at 9:00 am for the exit conference with the State Auditor's Office. Those in attendance were Board Members: Mark Moore, Lynn Brown & Bill Boyum, KCCD Staff: Anna Lael & Miranda Nash, State Auditor's Office: Jim & Neyda.

The State Auditor's Jim and Neyda gave an overview of the accountability and financial audit.

VIII. Adjournment

Mark Moore adjourned the meeting at 9:24 am

MOTIONS APPROVED:

Recording Secretary

Date

Board Member

Date