



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

January 11, 2018 1:00 PM - KCCD Office

ATTENDANCE

Mark Moore , Chair Lynn Brown , Vice Chair Jeff Brunson , Auditor Matt Eslinger , Member	KCCD Staff: Anna Lael, District Manager Miranda Nash, Financial Manager Rose Shriner, GIS Specialist Mark Crowley, Resource Technician Sherry Swanson, Project Manager Ryan Roberts, Engineer NRCS Staff: Erin Kaczmarczyk, District Conservationist Guest: Mark Charlton
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- I. **Call to Order-** Chair Mark Moore called the meeting to order at 1:07 PM
- II. **Approve Accountant's Report and Meeting Minutes**
MOTION – Approve the November Accountant's Report, and the regular meeting minutes from December 14, 2017.
Jeff Brunson, seconded by **Lynn Brown** *Passed Unanimously*
- III. **Approve Bills, including Building Account and Manastash O&M Fund Bills**
 (see attached spreadsheet)

MOTION – Approve check numbers 16121-16163 for a total of \$108,477.30 (Payroll Checks 16130-16135 and 16160-16163) and building account check numbers 618-631 for a total of \$6,032.45 and check numbers 1313-1318 for a total of \$494.63 for Manastash O&M reimbursements. Approve pending payments totaling \$139,587.90 contingent upon receiving grant reimbursement requests.
Lynn Brown, seconded by **Jeff Brunson** *Passed Unanimously*

Pending Bills To Be Paid

Date	Check #	Vendor	Amount
6/21	TBD	KEEN	\$5,000.00
12/29	TBD	Anchor QEA	\$14,578.50
12/21	TBD	Anderson Perry & Associates	\$19,969.77
12/29	TBD	Anderson Perry & Associates	\$5,229.91
12/29	TBD	Anderville Farms	\$9,2910.24
12/28	TBD	Central Mechanical Services	\$1,299.48
1/11	TBD	Reiss-Landreau Research	\$600.00
			\$139,587.90

IV. **NRCS Report** – Erin with NRCS gave a report. She discussed the NACD grants awarded to Grant CD and Spokane CD. Grant CD is advertising to provide a staff person for the NRCS Ephrata office. State leadership is going over the budget and staffing. There is a local working group meeting scheduled February 6th at the Wild Horse Windfarm.

V. **Old Business**

A. **KCCD Project Reports**

1. **Conservation Commission Grants** –

- a) **Implementation** – Mark C. received the final landowner agreement for the Small Projects.
Mark has had several people asking questions and requesting site visits.
- b) **Irrigation Efficiencies Program** – Mark C. reported that he received an email from Jon Culp regarding changing the criteria and he will be setting up a meeting soon to discuss the potential changes.
- c) **Natural Resource Investments** - Anna reported that the Conservation Commission has requested that she submit our top three projects for the Natural Resource Investments (aka Non-Shellfish) projects. Anna shared the list of projects with the Board. The Board discussed ranking criteria and which projects to submit to the Commission and suggested contacting the top three to determine the \$50,000 cost share is sufficient to move forward with their projects.

2. **Firewise/Fuels Reduction**

- a) **FEMA** - Rose reported that the FEMA grant has ended and she has submitted the final quarterly report.
- b) **Joint Chiefs** - Rose reported that the Joint Chiefs proposal has been sent to DNR. There will be a meeting to review the proposal one more time.
Rose is working on a grant for Hidden Valley/Swauk and a new Fire Adapted Communities grant.
- c) **Kittitas Fire Adapted Community Coalition (KFACC)** – Anna reported that there was a meeting yesterday and the KFACC charter is official. There was a presentation given by team Rubicon at the meeting. They are volunteer group made up of primarily veterans. It might be possible for them to provide volunteers to help communities with their fuels management (thinning, limbing, etc.).
Rose reported that BLM of Spokane has a chipper at their office that can be used in the region and may be an option for us.
- d) **County Wildfire Protection Plan Update (CWPP)**– Rose is beginning the update process and will be coordinating public outreach and doing risk assessments.

3. **BPA – Yakima Tributary Access & Habitat Project**

- a) **General Project Update** – Anna reported that she is waiting to hear back from Bonneville Power Administration for their review of the pending contract scope of work. It looks as if everything will go through for a new YTAHP contract starting April 1st of this year.
- b) **Individual Project Reports**

- 1) **EWC at Coleman Creek**- Anna reported that the issue with the flow meter at the diversion has been referred to POW to be addressed. Ryan has discussed the meter with Larry and Scott with EWC. Ryan reported that the graph display is working but there is no LED display. Ryan is following up with Carson (POW) to see how they want to proceed.
- 2) **Bristol Flats** – Anna has been in communication with landowners. She sent a letter regarding the fish screen project and a representative of the family corporation responded almost immediately. Anna had a phone conversation and the landowners are willing to move forward with the project.
- 3) **Caribou/Parke Creek** – Anna reported that the next diversion on Caribou Creek is being worked on now. The diversion is actually for Parke Creek water rights, so Mark C. and Ryan have been working with the irrigator and Fish & Wildlife to determine if a diversion point on Park Creek will work and if so, what screen configuration will work.
- 4) **Coleman Creek/Olmstead Park** - Anna received a notice from WDFW that if a capital budget is approved then there will be funding for the project on Coleman Creek at Olmstead Park. That project will include fish passage at the diversion and on-farm improvements (sprinkler, pipeline, etc.).

4. **Manastash Restoration Project**

- a) **Project Facilities Updates** – Sherry reported that the valves at the Reed outlet (Reed 01) that continue to have issues. They have already been replaced once and are now outside the warranty period. Sherry met with HD Fowler and Kennedy and they took out the valve at Reed 01. Sherry took photos of the valve and shared them with the Board. The Kennedy representative indicated that the gate valve should not have been used for throttling and instead a butterfly valve should have been installed. Sherry is looking at as-builts to determine the type of valve that was to be installed and why the gate valves were used. Sherry said there are four gate valves being used this way and at this time the other three look alright.
- b) **Reed/Hatfield Ditch Removal – no update**
- c) **Anderson Ditch** –Sherry reported that one of the clay valves is not expected to arrive until the middle of January. The cost share agreement has been extended to the end of January. Ryan reported on the outlet and shared photos with the Board. Ryan met with the landowner on site and discussed changes. Parts and pieces for an above ground outlet have been added along with a foot riser. Ryan is putting together operation maintenance information for operators.
- d) **Reed Ditch Pipeline Design** – Sherry met with Anderson Perry and KRD and a route for the pipeline has been chosen. The pipeline will go down Cove Road to Hanson Road. A map of the pipeline route was shared with the Board.
- e) **Stockwater Acquisition** – Sherry has drafted a letter to landowners and Trout Unlimited has reviewed. An evaluation needs to be conducted to determine how to compensate folks for converting to stockwater wells.

5. **Voluntary Stewardship Program** – Anna showed a map of community areas including the irrigated lands, forested upland, and shrub steppe upland. Forested upland is probably overestimated in size as it's only where grazing is occurring in forest lands and Anna included areas where it's possible not confirmed to be

occurring. The Priority Habitat & Species data from Fish and Wildlife was received today. The next VSP meeting will be Thursday January 18th. Section 5 has been out for review and comments were received. Tomorrow the meeting notice will come out along with Section 6 and appendices excluding the data piece. Comments will be due on those by January 23rd. A final draft will be ready to review by the Watershed Group in February with expected submittal of the plan to the Commission in March.

6. **RCPD** – Mark C. reported that he, Sherry and Konrad Bomberger (NRCS) went on their first site visit yesterday. Mark and Sherry have divided the contracts between them and are moving forward to get plans and site visits done in the next couple of weeks. The District is waiting to receive reimbursement with no word yet on when it should be expected. Anna discussed the possibility of returning technical assistance money to NRCS and having it go through the Commission. The District needs to begin working on outreach for the easement programs.

B. KCCD Rates & Charges

1. **Budget for 2018** – Anna reported that the 2018 budget has been provided to the Board of County Commissioners (BOCC). The next step will be to set up a meeting with the BOCC to provide a report on the 2017 activities and expenditures.

- C. District Building (2211 W. Dolarway Rd)** – The Board reviewed the 2017 beginning and ending principal and discussed the building balloon payment.

D. Jolly Mountain Fire

1. **NXNW Video Production** – Anna reported that the District received a draft of the video. Anna and Rose have gone through the video for editing and should have another version of the video next week.

- E. Staff Position** – Anna reported that she rewrote the job announcement and the position is being advertised again. We will be taking applications until the 23rd of January.

- F. NACD Technical Assistance Application** – Anna sent in an NACD Technical Assistance Application for funding to provide a staff person to assist NRCS in the Ellensburg office. She heard from Ray Ledgerwood at the Commission that the Grant CD and Spokane CD applications were funded and that our District is next on the list. Anna did report though that NRCS is indicating that they do not really need additional help in the Ellensburg office.

- G. KCCD Elections** – Anna reported that the election resolution was approved at the last meeting. Applications are due next Tuesday, January 16th. The only position up for election is Jeff Brunson's and there is no appointed position expiring this year.

VI. New Business

- A. KCCD Annual Meeting** – Anna discussed that she was approached by the Kittitas County Farm Bureau about the possibility of combining our annual meetings. Mark Charlton with Farm Bureau discussed partnering with the District for the annual meeting and talked about inviting a legislator to speak at the event. The Board discussed dates in February for the Annual Meeting and it is tentatively scheduled for February 22nd to be hosted together with the Farm Bureau.

- B. Legislative Days** – Anna reported that Legislative Days is on February 5th and meetings have been scheduled with the 13th district legislators

VII. **Public Comment** – No public comment.

VIII. **Adjournment**

Mark Moore adjourned the meeting at 3:05 PM

MOTIONS APPROVED:

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

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

Mianda Nash
Recording Secretary

02/08/18
Date

Manki Mfon
Board Member

2/8/18
Date