



**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**

**February 9, 2017 1:00 PM      KCCD Office**

**ATTENDANCE**

<b>Mark Moore</b> , Chair <b>Lynn Brown</b> , Vice Chair <b>Jeff Brunson</b> , Auditor <b>Bill Boyum</b> , Member	<b>KCCD Staff:</b> Anna Lael, District Manager Sherry Swanson, Project Manager Ryan Roberts, Engineer Lance Downing, Resource Technician
Guests: Brent Dixon (NRCS), Matt Eslinger (member-elect)	

- I. **Call to Order**- Chair Mark Moore called the meeting to order at 1:05PM
  
- II. **Approve Accountant's Report and Meeting Minutes**  
**MOTION** – Approve the January Accountant's Report, and the regular meeting minutes from January 12<sup>th</sup> and the special meeting minutes from January 26<sup>th</sup>.  
**Lynn Brown**, seconded by **Bill Boyum** *Passed Unanimously*
  
- III. **Approve Bills, including Building Account and Manastash O&M Fund Bills**  
 (see attached spreadsheet)  
 Lynn questioned the check to Weyands and why it was issued after the Reed Project was completed. Anna responded that the payment date was part of the easement negotiation.  
**MOTION** – Approve check numbers 15590-15642 for a total of \$241,101.30 (Payroll Checks 15602-15607, 15610 and 15638-15642) and building account check numbers 454 -470 for a total of \$6,173.09 and check numbers 1241-1245 for a total of \$495.35 for Manastash O&M reimbursements. Approve pending payments totaling \$58,081.95 contingent upon receiving grant reimbursement requests.  
**Jeff Brunson**, seconded by **Bill Boyum** *Passed Unanimously*

**Pending Bills To Be Paid**

11/22	TBD	Kittitas County Fire District #7	\$3,222.02
11/15	TBD	Kittitas Valley Fire & Rescue	\$5,502.33
1/9	TBD	Reiss-Landreau Research	\$5,200.00
12/27	TBD	Kittitas Valley Fire & Rescue	\$7,921.77
2/9	TBD	Herrera	\$4,388.00
2/9	TBD	Reiss-Landreau Research	\$3,220.00
2/2	TBD	Anderson Perry	\$5,920.45
2/8	TBD	Reecer Creek Excavating	\$22,707.38
			<b>\$58,081.95</b>

- IV. **NRCS Report** – Brent Dixon gave the NRCS report (see attached). A new leasing person has been hired and is hoping to do site visits, including at the Ellensburg Field office. The next EQIP sign up cutoff is February 17 for Local Work Group and Future Directions funds. The next Local Work Group meeting will be 9-12 on February 24 to finalize decisions.

## V. Old Business

### A. KCCD Project Reports

#### 1. Conservation Commission Grants

##### a) Implementation

- 1) **Small Projects Update** – Anna reported that a letter has been sent to extend the Rinehart project. There has been no work on the other projects due to weather.
- b) **Irrigation Efficiencies Program** – Anna reported that water right holders on the Thorp Mill Ditch and Thorp Town Ditch have asked for assistance, including one water right holder who wants to convert to sprinklers. Lynn reported that he has talked to with Mark Clark about our concerns about the perpetuity requirement. Lynn recommended that Anna call Mark Clark directly.
- c) **Non-Shellfish** – Two of the three projects remain to be completed. The Valley Land Company project is nearly complete with some minor work and the billing remaining. The Midvale Farms is still in the planning phase, as the producer has not yet decided if they will install a new or used sprinkler. There was also a call from the Commission to update the project lists as there is \$800,000 not currently allocated. The KCCD will not have additional projects funded as there is not enough time to complete cultural resources requirements and construction before the June 30 deadline. Mark C. is working on updating the list in CPDS anyway in preparation for the next biennium.

#### 2. Firewise/Fuels Reduction

- a) **Commission Firewise Grant** – No update, as the weather has stopped work this winter.
- b) **DNR Grants** – Also no update.
- c) **FEMA** – There was a second FEMA application submitted by the former Fire Marshal that it appears FEMA will be funding. It would be another \$250,000 grant focused on the same communities.
- d) **Fire Adapted Communities** – Anna reported that she and Rose met with RC&D, The Nature Conservancy and Fire District 7 staff to talk about working together as a group in the Upper County. The Hidden Valley/Swauk area is currently a Fire Adapted Community and expanding that concept to a larger area was discussed, as well as the needed update to the County Wide Fire Protection Plan which has a public input component. The RC&D has funding to help with a larger planning effort and they are looking into getting Ray Ledgerwood to facilitate.

Anna also reported that our County has the most Firewise USA communities in eastern Washington and the second most in the state.

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

- a) **General Project Update** – Anna reported that she is working on spending the funds remaining in the contract by March 31.
- b) **Individual Project Reports**
  - 1) **Naneum Creek** – no update.
  - 2) **Parke Creek – Cherry Creek** – Reecer Creek Excavating has the instream work done and will be working on clean up and resetting of the fish screen when the weather breaks.
  - 3) **Caribou Creek** – This project has been waiting on permits, but is now underway and expected to be completed in the next couple of weeks.
  - 4) **Cascade Irrigation District** – Design work is underway on these sites.

- 5) **Naneum-Wilson-Cherry Watershed Assessment** – There was a meeting of the executive committee for this project. Commissioner Jewell spoke to the group about the importance of the Flood Control Zone District showing real projects from the Assessment work.

**4. Manastash Restoration Project**

- a) **Project Facilities Updates** – Sherry discussed warranty issues and the recent communication to KRCI. She also reported on the discussions with the Bureau of Reclamation about an exit strategy for the District. Another PIT tag detector has been installed on Manastash Creek near the mouth of the canyon.
- b) **Reed/Hatfield Ditch Removal** – Anna talked with North Forty Productions about a potential video to document the project. They do really great work and it would be a way to portray the District's efforts on Reed as well as the entire Manastash project. Anna shared an estimate for a 3-5 minute video using photos and videos we have and adding additional video. The Board agreed that the estimate was higher than is feasible for this project.

**B. Special Assessment/Rates & Charges**

1. **RCP – Toppenish to Teanaway Agreement** – There have been two meetings with NRCS to develop the agreement documents. Anna shared the draft table of deliverables which show as much as \$900,000 in EQIP cost share funds per year for our County for four years. Anna reported that she is working on KCCD being approved as a co-lead so that billings for technical assistance work don't have to go through the Yakama Nation. NRCS's Jeff Harlow is working to answer whether co-leads are possible. Anna asked the Board for approval to move ahead with the agreements.

**MOTION** – Approve KCCD as a co-lead for NRCS agreement for RCP Project.

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

2. **Ag Fair** – Anna reported that Mark C is working with the Board of County Commissioners to use the Event Center free of charge for this event.
3. **Meeting with BOCC for 2016 Activities Report** – Anna reported that she submitted the rates and charges budget to BOCC. She will be scheduling a meeting with them in March.

**C. District Building (2211 W Dolarway Rd)**

1. **NRCS Contribution Agreement** - Anna signed an extension for \$6,000 for NRCS agreement through federal fiscal year 2017 since it's already part way through the year and the extension is necessary to get paid. She asked the Board to ratify that extension.

**MOTION** – Approve the extension to the NRCS contribution agreement through September 2017.

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

- D. **Voluntary Stewardship Program** – Anna reported that the meeting was rescheduled for February 22<sup>nd</sup> due to weather. Harold Crose will be attending to present the rapid watershed assessment protocol and the NRCS data he obtained regarding practices already implemented.
- E. **2017 Election** – The unofficial result of the election was that Matt Eslinger won. There were 24 ballots, one of which was disqualified due to the voter residing in the City of Ellensburg. There were 3 polling sites open from 8am-4pm on 2/7/17. Anna is working on filing all documents online with the Commission. The Commission will certify the election in May.
- F. **Field Vehicle Purchase** – Anna reported that staff are continuing the search for a vehicle and recently found a 2008 Ranger in Wenatchee that fits our criteria. Anna is also working to list the S-10 for sale and has requested paperwork to join Public Surplus site.

- G. **KCCD Annual Meeting** – The Annual meeting dinner at the Armory has been scheduled for February 23<sup>rd</sup>, which is also the 75<sup>th</sup> anniversary of the Public Hearing to decide to vote on the District. Miranda is looking into catering options.
- H. **Big Bend Local Work Group** – The LWG met last week to talk about priorities for FY18 EQIP funding. There was a discussion about including sprinkler conversions on pasture in the inefficient use of irrigation water category instead of the livestock category, where it had been. There was also a discussion about including practices that benefit fish & wildlife as options under all categories as requested by WDFW staff who attended the meeting. NRCS has strongly recommended that no additional points be given to applicants willing to do these practices due to past issues with applicants stacking points for ranking purposes but not implementing the practices. The next meeting is Friday February 24<sup>th</sup> from 9-12.

**VI. New Business**

- A. **RFP for Cultural Resources/Archeology Consultants** – Anna reported that the current contract for cultural resources/archeology work was based on an RFP put out in 2013 for three years of work. It's time to advertise again and she presented a new RFP for five years' work based on the recent approval of the RCPP project.  
**MOTION** – Authorize advertisement of the RFP for Cultural Resources/Archaeology Consultants 2017-2021.  
**Lynn Brown**, seconded by **Jeff Brunson** *passed unanimously*
- B. **Schedule 22 Subcommittee** – Jeff and Mark volunteered for this subcommittee. Anna will work with Miranda to set a date before the end of the month to go through the Schedule 22.
- C. **Youth Education Funding** – Anna presented a small scholarship proposal from the Kittitas County Cattlewomen. She had a specific request for assistance related to Ag Day, similar to the funded request last year from the Cattlewomen. Anna recommended approval.  
**MOTION** – Approve Cattlewomen's request for \$400 for youth education.  
**Bill Boyum**, seconded by **Lynn Brown** *passed unanimously*
- D. **Employee Evaluations** – Anna will complete employee evaluations before the March meeting. Jeff and Mark offered do her evaluation the same day as the Schedule 22.

**VII. Public Comment**

**VIII. Adjournment**

Mark Moore adjourned the meeting at 2:51 PM.

**MOTION** – Approve the January Accountant's Report, and the regular meeting minutes from January 12<sup>th</sup> and the special meeting minutes from January 26<sup>th</sup>.

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

**MOTION** – Approve check numbers 15590-15642 for a total of \$241,101.30 (Payroll Checks 15602-15607, 15610 and 15638-15642) and building account check numbers 454 -470 for a total of \$6,173.09 and check numbers 1241-1245 for a total of \$495.35 for Manastash O&M reimbursements. Approve pending payments totaling \$58,081.95 contingent upon receiving grant reimbursement requests.

**Jeff Brunson**, seconded by **Bill Boyum** *Passed Unanimously*

**MOTION** – Approve KCCD as a co-lead for NRCS agreement for RCPP Project.

**Jeff Brunson**, seconded by **Bill Boyum** *Passed Unanimously*

**MOTION** – Approve the extension to the NRCS contribution agreement through September 2017.

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

**MOTION** – Authorize advertisement of the RFP for Cultural Resources/Archaeology Consultants 2017-2021.

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

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

Mianda Nash      03/09/2017  
Recording Secretary      Date

Marta Mm      03/09/2017  
Board Member      Date

