



**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**

**November 10, 2016 1:00 PM      KCCD Office**

**ATTENDANCE**

<p><b>Mark Moore</b>, Chair  <b>Lynn Brown</b>, Vice Chair  <b>Jeff Brunson</b>, Auditor  <b>Bill Boyum</b>, Member</p>	<p><b>KCCD Staff:</b>  Anna Lael, District Manager  Sherry Swanson, Project Manager (arrived at 2pm)  Miranda Nash, Financial Manager  Ryan Roberts, Engineer (arrived at 2pm)  Lance Downing, Resource Technician  Rose Shriner, GIS Specialist  <b>NRCS:</b>  Elayne Hovde  Erin Kaczmarczyk</p>
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**I. Call to Order-** Chair Mark Moore called the meeting to order at 1:02 PM.

**II. Approve Accountant’s Report and Meeting Minutes**

**MOTION** – Approve the October Accountant’s Report, and the regular meeting minutes from October 13, 2016 and the special meeting minutes from October 18<sup>th</sup>, October 21<sup>st</sup> & October 27<sup>th</sup>, 2016 .

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

**III. Approve Bills, including Building Account and Manastash O&M Fund Bills**

(see attached spreadsheet)

**MOTION** – Approve check numbers 15427 through 15477 for a total of \$74,736.63 (Payroll Checks 15432-15437, and 15473-15477) and building account check numbers 407-421 for a total of \$5,856.52 and check numbers 1222-1228 for a total of \$722.11 for Manastash O&M reimbursements. Approve pending payments totaling \$33,608.48 contingent upon receiving grant reimbursement requests.

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

**Pending Bills To Be Paid**

08/05		Kittitas County Treasurer	\$7,613.29
09/29		Kittitas Valley Fire & Rescue	\$2,541.30
10/05		Aiko Vail	\$5,812.50
10/05		Randy & Julie Lucas	\$6,600.00
10/12		Kittitas County Fire District #7	\$6,940.70
10/04		Kittitas Valley Fire & Rescue	\$4,100.69
			<b>\$ 33,608.48</b>

**IV. Old Business**

**A. NRCS Report** - Erin reported that the EQIP deadlines and application process has changed. The EQIP application cut-off dates are; November 18<sup>th</sup>, February 17<sup>th</sup> and April 21<sup>st</sup>. There will

be a new process for CSP Ranking and contracting for FY17, the application period is yet to be announced. Erin indicated that multiple meetings of the Local working group will be needed. The announcement for the position of Program Assistant went out today, the GS-11 Soil Conservationist position will be advertised shortly and Soil Conservationist GS7/9 position has been advertised and closed.

## **B. Conservation Commission Grants -**

- 1.) **Implementation** – Anna reported that Mark C. has talked to landowners who applied for the small projects funding and they all want to move forward with projects. Mark C. is working on the cultural resources consultation.
- 2.) **Irrigation Efficiencies** – Anna reported that Jon Culp was going to meet with WSCC and Ecology. We have not received an update so she's not sure if that has happened yet or not.
- 3.) **Non-Shellfish** – Anna reported that Three Bar G project is done and asked the Board to accept the project as complete.

**MOTION** – Accept project for Three Bar G as complete.

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

Anna reported that the project for Broadmoor Farms is underway and the Van de Graaf project is moving forward.

- 4.) **Firewise** - Anna reported that all funds are committed for the Commission Firewise grant.

## **5.) BPA / Yakima Tributary Access & Habitat Project -**

- (a) **General Project Update** Anna reported that she has amended the budget for YTAHP to include design work on the Cascade Irrigation District intersections and the removal of two Caribou Creek diversions.

### **(b) Individual Project Reports -**

1. **EWC/Coleman Creek Project** – Anna informed the Board that there are plans to pump the siphon out to do an inspection of the welds. The attorneys involved in the conflict between POW and their subs and suppliers would like to inspect it as well. She also reported that John Ufkes is working to file paperwork to replace the District with the bonding company in the current lawsuit that has been moved to Federal Court.
2. **Naneum Creek** – Anna reported that Thayer Excavating is done with the project on Naneum Creek. Riparian planting remains to be done at the site. Lance helped with fish rescue on Naneum Creek and reported that everything went smoothly.
3. **Parke Creek – Caribou Creek** – Anna reported that the Nisbet project to move his Parke Creek water downstream to the Cherry Creek site is moving forward. Anna also reported that the Caribou projects that are now in the YTAHP budget will hopefully happen in January. She also reported that the BPA contractor monitoring fish passage projects was

back at these sites again this year. Electro-fishing was done on a sampling of the creek 150 feet above and below the diversions at Caribou Creek and Parke Creek. Lance helped with the fish count and reported there were quite a few fish.

#### **6.) Manastash Restoration Project.**

Anna reported that the contract was signed last Thursday and there was a pre-construction meeting last week. Pipkin began mobilizing in to the site on Monday. The Board discussed extending the completion date of the project to December 23<sup>rd</sup>. Anna recommended do so as the construction was delayed by the bidding issues.

**MOTION** – Modify the construction contract with Pipkin to extend substantial completion of project to December 16, 2016 and final completion to December 23, 2016.

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

The Board discussed the outreach efforts for the project. Sherry will put up a couple of time lapse cameras at the site. Anna is working with Nicky Pasi on a press release. The Board suggested adding the Capital Press to the list of papers.

Sherry discussed dewatering schedule and brought up that there will be weekly construction meetings at the District office every Thursday at 10:00am. Anna will put out a weekly update. Flows on Cove Road are currently at 10 CFS. Manastash ditch said they could take extra water and Reed could too. Sherry also reported that the amendment to add \$350,000 is with Ecology right now.

#### **C. Special Assessment –**

- (a) **Firewise/Fuels Reduction** – Rose reported that she, Anna and Lance met with Brynne Walker about FEMA. Brynne went out in the field to see sites where chipping work has been completed. Rose reported that chipping crews remain working steady on DNR contract areas. She continues to work on cost share sign up for the DNR Fuels Reduction contract. Rose has submitted paperwork for a community she has been working with on the DNR Firewise grant to get nationally recognized. Recently Rose coordinated a group of volunteers, from CWU's Hazards In the Built Environment class, to help for a day at one of the chipping sites. Lance continues to coordinate with the KVFR chipping crew.
- (b) **System of Rates & Charges** – Anna reported that she is waiting to receive the latest updates from the Noxious Weed Board, as we use their district boundaries for part of our rates and charges calculations. As soon as she is able, she will send the calculated amounts for each parcel to Marsha Weyand.
- (c) **RCCP Proposal** – Anna reported that she went to the Integrated Plan meeting last month and the RCCP proposal was mentioned. Announcement of the funded proposals are expected in December.
- (d) **NFWF Proposal** – Anna reported that funding announcements for this proposal are also expected in December.

#### **D. District Building – no updates**

- E. **Voluntary Stewardship Program** – Anna informed the Board that there will be a series of informational meetings between now and the end of December. There is a conservation easement presentation next week at the Armory. There are expected to be three meetings scheduled in late November and December with speakers.
- F. **Teaway Grazing Plan / CRM Funds** - Anna reported that Jim Huckabay will be having one more meeting after Thanksgiving to address some additional concerns about the plan.
- G. **Update of District Operations Handbook** - Anna reported that she is working on updates to the handbook to include a policy change for electronic bidding and she will have more changes to go over at the next Board meeting.

**V. New Business**

- A. **Elections** – Anna reported that two positions on the Board expire early next year, Ron's elected position and Lynn's appointed position. Anna and Miranda will draft a resolution for the election and a Notice of Intent to Adopt a Resolution will be advertised this month.
- B. **Ag Fair** – Anna reported that the Extension office approached Mark C. to see if the Conservation District could help organize and coordinate the Ag fair with the school districts and have the same stations as in the past. The Board agreed this is a good fit for the conservation district but asked for more information on the workload.
- C. **District IT** – Anna spoke to Rufus Tech about looking at our server and the new laptop. They will give us a quote on getting server up and going and look at how we can redesign the KCCD website.

**VI. Public Comment**

**VII. Reports**

- Rose Shriner (see attached)
- Miranda Nash (see attached)
- Lance Downing (see attached)
- Mark Crowley (see attached)
- Ryan Roberts (see attached)
- Sherry Swanson (see attached)

**VIII. Adjournment** – Mark Moore adjourned the meeting at 2:50 PM.

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

*Passed Unanimously*

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

*Passed Unanimously*

**MOTION** – Accept project for Three Bar G as complete.

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

*Passed Unanimously*

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

*Passed Unanimously*

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    *Miranda Nash*            12/08/16      
Recording Secretary                    Date

    *Miranda Nash*      
Board Member

    12/08/2016      
Date

