



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

April 9, 2015 7:00 AM KCCD Office

ATTENDANCE

| | |
|---|---|
| Mark Moore , Chair Lynn Brown , Vice-Chair Bill Boyum , Member Ron Gibb , Member | KCCD Staff: Anna Lael, District Manager Sara Leist, Financial Manager Mark Crowley, Resource Technician Ryan Roberts, Engineer Sherry Swanson, Project Manager Brent Dixon, Resource Technician NRCS Staff: Erin Kreutz, Resource Conservationist |
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- I. **Call to Order-** Chair Mark Moore called the meeting to order at 7:00 AM.
- II. **Approve Accountant's Report and Meeting Minutes**
MOTION – Approve the March Accountant's Report, and the regular meeting minutes from March 12th and the special meeting minutes from March 30th.
Ron Gibb, 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 14511 through 14553 for a total of \$64,859.61 (Payroll Checks 14516-14522, and 14550-14553) and building account check numbers 0155 – 0161 plus 3 pending checks for a total of \$11,674.90 and check numbers 1114-1119 for a total of \$543.02 for Manastash O&M reimbursements. Approve pending payments (listed below) totaling \$111,873.42 contingent upon receiving grant reimbursement requests.
Bill Boyum, seconded by **Ron Gibb** *Passed Unanimously*

Pending Bills To Be Paid

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|--------|-----|--|-------------------------|--------------|
| 5-Feb | TBD | Hurst Construction | YTAHP | \$ 8,746.18 |
| 3-Mar | TBD | Reiss-Landreau Research | Irrigation Efficiencies | \$ 3,425.00 |
| 19-Mar | TBD | Reiss-Landreau Research | Irrigation Efficiencies | \$ 5,115.00 |
| 31-Mar | TBD | Reiss-Landreau Research | YTAHP | \$ 930.00 |
| 25-Mar | TBD | Anderson Perry & Associates | YTAHP | \$ 6,622.50 |
| 25-Mar | TBD | Herrera | DOE Manastash | \$ 4,665.62 |
| 19-Mar | TBD | Halverson Northwest Law Group | DOE Manastash | \$ 2,441.70 |
| 31-Mar | TBD | Dunning Irrigation Supply & Eslinger Farms | NYCD | \$ 9,627.45 |
| 31-Mar | TBD | Eslinger Farms | NYCD | \$ 3,037.97 |
| 31-Mar | TBD | Anderson Perry & Associates | NYCD/YTAHP | \$ 10,092.00 |
| 31-Mar | TBD | North Yakima Conservation District | DOE Manastash | \$ 2,920.00 |
| 6-Apr | TBD | Bob Dodge | YTAHP | \$ 1,000.00 |
| 3-Apr | TBD | Bart Bland | Category 3 | \$ 50,000.00 |
| 7-Apr | TBD | Randall Mitchell | Implementation | \$ 3,250.00 |

\$ 111,873.42

IV. Old Business

- A) **NRCS Report**– See Erin’s NRCS report. Erin Kreutz informed the Board that Erin Kaczmarczyk is working with Alan McBee and Debbie Williams to revise the existing agreement to include the HVAC for the server room. Campbell’s thinks that a mini split unit in the server room should work just fine. The estimate is approximately \$7,000. Erin reported that there haven’t been any new updates on EQIP, but that there will be a substantial workload for CSP this summer.

Erin informed the Board that 3 Kittitas County watersheds have top priority for the National Fish & Wildlife Foundation/NRCS Salmon funding. Naneum/Wilson/Cherry Creek Complex, Taneum Creek, and Manastash Creek are 3 of the 4 top priorities for funding. NRCS is not sure of the next steps after the inventory process.

The Local Working Group Big Bend Team session was held on March 11th. The summary of changes include:

- o Change of #1 resource priority from Water Quality Degradation Sediment in Surface Water (Grant pivot pool from **31% to 8%**) to Soil Erosion, Wind, Sheet and Rill (Dryland mulch till from **7% to 31%**)
- o Change of LWG allocation percentage for Water Quality Degradation, Excess pathogens & Chemicals from manure, biosolids, or compost **from 5% to 1%**
- o Change of LWG allocation percentage for Inadequate Habitat for Fish and Wildlife- Habitat Degradation **from 3% to 1%**.
- o The addition of a new funding pool: **Energy (4%)** given FY15 funding levels this would amount to a **\$23,000** allocation.
- o Addition and revisions of Local Questions still being discussed, but likely to include questions concerning Variable Frequency Drives (in irrigated landuse pools) and the inclusion of having an approved Energy Audit for the Energy and Soil Erosion/Dryland pools. Additionally, the Soil Erosion pool will have the question: Is the land non-irrigated?

Finalized packages are due to the state office by May 1st.

B) KCCD Project Reports (See Monthly Reports)

1. **Implementation** - Small Project Cost Share – Mark C. reported that of the 4 small projects, 3 are approved and ready to go and one has been completed.
2. **Category 3 Projects** (Non-Shellfish) Sprinkler Conversion Projects – Bart Bland’s receipts have been turned in leaving five remaining projects (2R Farms, Gibb, Hansen, Bland, and Feddema).
3. **Irrigation Efficiencies** - See staff reports. Mark C. reported that Rinehart’s project is ready to move forward. All agencies are in agreement as to his saved water. Eslinger’s project is moving forward as well.
4. **BPA – Yakima Tributary Access & Habitat Project**
 - a. **General Project Updates** – Anna reported that the District spent all YTAHP funds for this funding cycle. We also billed North Yakima Conservation District for \$22,000 because they had remaining funds in their contract.

Included in the Board packets is the budget for the FY16 YTAHP grant agreement with the South Central RC&D. The capital budget is \$313,538.47 and the expense

budget amount is \$125,466.91.

MOTION – Approve the YTAHP FY16 agreement and capital and expense budgets for a total of \$439,005.38.

Ron Gibb, seconded by **Bill Boyum** *Passed Unanimously*

Anna also informed the Board that we have a new agreement with Mid-Columbia Fisheries Enhancement Group. This MOA replaces the one that was in place for the last couple of years. The District will be providing some of Ryan's time, up to \$3,000 to assist in MCFEG's irrigation structure removal and riparian restoration work at the new fire station property on the East branch of Wilson Creek.

MOTION – Approve MOA with Mid-Columbia Fisheries Enhancement Group.

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

b. Individual Project Updates

1. **Parke Creek** – It was brought to Anna's attention that Bob Dodge was very unhappy with the condition of the fields at the completion of his project. Rocks were picked out of the fields, the ground was worked and rocks were picked again. Mr. Dodge also did some leveling work. Anna recommended that Mr. Dodge's costs be approved for payment as part of the Parke Creek Barrier Removals project. Mr. Dodge outlined the work done (see bills to be approved spreadsheet).

MOTION – Approve \$1,000 to Bob Dodge to cover his costs with field repair.

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

2. **EWC/Coleman** – See staff reports. The District is still waiting on easements that need to be acquired by the Ellensburg Water Company at the project site.
2. **Cherry Creek Tributaries** – Engineering continues on this project. Anna is submitting a SRFB application for a portion of the project (barrier removals and installation of a pump stations, pipeline and sprinklers).
3. **Coleman/Naneum**- A cost increase for this project with Valley Land Company will be submitted as an application in this round of SRFB funding.
4. **Wilson/Naneum/Cherry Creek Watershed Assessment** – Consultants with the County are working on data collection and flow monitoring.

5. Manastash Restoration Project (See Staff Reports) –

- a. **Screen Facilities**– The facilities are up and running. Sherry is working on training for irrigators. A warranty work list has been started for the contractor. It is mostly programming-type work. The pipelines are unable to run on "automatic" until the fixes are made.

Ecology is going to court today to establish stream patrol for Manastash creek and others. Anna sent a letter to Derek Sandison to request a time extension for the Ecology grant. The District would like the grant to go through December 2016. The Ecology grant administrator also informed District staff that he plans close out the existing grant, and reopen a new grant with the remaining funds in order to clean up some confusing funding issues for him.

b. **Instream Flow Enhancement** – See staff reports. Møllergaard's project is done, but is waiting on Midstate's final certification. The cultural report for Mt. Springs/Richards is done. Saved water calculations are being worked on.

c. **Reed/Hatfield Ditch Removal** – No new updates.

C) **Special Assessment** – Anna is working on the rates analysis for the rates and charges of the upcoming assessment renewal. She is hoping to hold public meetings this fall as the renewal deadline is August 2016. A portion of the annual report is included in the Board packets for review. The Special Assessment to date has leveraged an average of \$5.80 for every dollar of the assessment funds collected.

D) **Firewise** – Suzanne informed the Board that the Firewise Community Awareness Day is Saturday, May 2nd at Unionville Ranch. The FEMA grant is being held up due to a contracting issue on their end. She continues to work with FEMA to solve the issues.

Suzanne reported that her training in late March in Maryland went well.

E) **District Building** – The District has received two estimates for a cooling system for the server room. We are waiting on NRCS to amend the contract and provide input on solving this issue.

F) **Plant Sale** – The pick-up day for plants will be Saturday, April 11th from 9 am to 3 pm.

G) **Planning Services RFP** – Anna reported that she received four responses to the RFP for planning services. She has reviewed and ranked the proposals and reported that there was a definite top proposal. The Board directed Anna to interview the consultant with the top proposal, and if that is satisfactory, to begin to negotiate an agreement for the Board to consider at the next meeting.

V. New Business

A. **2014 Financial Report** – Sara and Anna are working on the financial report. It is due to the auditor's office by May 29th.

B. **FY16 Annual Plan of Work** – The draft plan of work is included in the Board packets. This report is also due on May 29th.

C. **Bill Eller's Quicknotes** – Included in Board packet.

Anna informed the Board that the Commission's May meeting will be in Ellensburg. She is working with Lori at the Commission to set up the tour, dinner, etc. Anna is working on the route for the tour, and would like to include the Manastash area, sprinkler conversions, and Firewise areas, possibly the Wagon Wheel Community.

Suzanne has a contract with Kittitas County Fire District #2 for Board approval. This contract provides a Firewise crew to perform fuels reduction activities for KCCD's Firewise projects for May through June 2015.

MOTION – Approve MOA with Kittitas County Fire District #2 for fuels reduction and fire protection planning services.

Ron Gibb, seconded by **Bill Boyum** *Passed Unanimously*

VI. Reports

Anna Lael (see attached)

Suzanne Wade (see attached)

Sara Leist (see attached)
Mark Crowley (see attached)
Ryan Roberts (see attached)
Sherry Swanson (see attached)
Brent Dixon (see attached)

VII. Adjournment – Mark Moore adjourned the meeting at 8:25 AM.

MOTIONS APPROVED:

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Recording Secretary


Date


Board Member


Date