



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**

May 14, 2015 7:00 AM KCCD Office

**ATTENDANCE**

|   |  |
|---|--|
| <b>Mark Moore, Chair</b><br><b>Lynn Brown, Vice-Chair</b><br><b>Jeff Brunson, Auditor</b><br><b>Bill Boyum, Member</b><br><b>Ron Gibb, Member</b> | <b>KCCD Staff:</b><br>Anna Lael, District Manager<br>Sara Leist, Financial Manager<br>Mark Crowley, Resource Technician<br><br><b>NRCS Staff:</b><br>Erin Kreutz, Resource Conservationist |
| <b>Guests:</b> Kirk Holmes, Perteet; Alan McBee, Area Conservationist   |  |

- I. **Call to Order-** Chair Mark Moore called the meeting to order at 7:03 AM.
- II. **Approve Accountant's Report and Meeting Minutes**  
**MOTION** – Approve the April Accountant's Report, and the regular meeting minutes from April 9<sup>th</sup> and the special meeting minutes from May 6<sup>th</sup>.  
**Bill Boyum, seconded by Ron Gibb** *Passed Unanimously*
- III. **Approve Bills, including Building Account and Manastash O&M Fund Bills**  
 (see attached spreadsheet)  
  
**MOTION** – Approve check numbers 14554 through 14609 for a total of \$304,130.46 (Payroll Checks 14565-14571, and 14602-14605) and building account check numbers 0162 – 0181 for a total of \$16,683.89 and check numbers 1120-1128 for a total of \$2,018.12 for Manastash O&M reimbursements. Approve pending payments totaling \$198,349.21 contingent upon receiving grant reimbursement requests.  
**Bill Boyum, seconded by Ron Gibb** *Passed Unanimously*

**Pending Bills To Be Paid**

|        |     |  |                         |              |
|--------|-----|--|-------------------------|--------------|
| 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 there are no new updates on the lease agreement. As far as the ADP room, NRCS would like to look into less expensive alternatives. Erin also reported that Roylene Rides-at-the-Door received the drought declaration but it is unlikely that there will be any 2015 funding available.

Erin also has conservation plans for 2014 and 2015 that need Board approval. In years prior, the Board made a motion to allow Anna to sign off on the conservation plans.

**MOTION** – Approve 2014 and 2015 conservation plans authorize Anna to sign off on the plans.

**Lynn Brown**, seconded by **Ron Gibb** (Lynn Brown Abstains) *Motion Passes*

Erin reported that there will be another RCPP application cycle.

Erin and Anna reported on the status of the NRCS funding to the National Fish & Wildlife Foundation, which will then be contracted to the Washington Water Trust and Trout Unlimited. The funding will be used to develop projects with landowners that will be eligible for NRCS cost share.

#### B) KCCD Project Reports (See Monthly Reports)

1. **Implementation** - Small Project Cost Share – Mark C. reported that of the 4 small projects, 2 have requested extensions, and 2 have been completed.

**MOTION** – Approve the two project extensions through May 2015 for Gates and Jochimsen.

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

2. **Category 3 Projects** (Non-Shellfish) Sprinkler Conversion Projects – 2R Farm and Larry Bland have turned in their receipts leaving 3 remaining projects (Gibb, Hansen, and Feddema).
3. **Irrigation Efficiencies** - See staff reports. Mark C. reported that Rinehart’s project is at a standstill as there are concerns about the saved water calculations and with the time frame of perpetuity for the Trust Water. Mark and Ecology have worked through the questions about how Olson Ditch, which is not a formal organization, can guarantee that Trust water will always be spilled Reecer Creek. Precedent has already been set with other Olson Ditch water that was entered into the Trust and is being spilled into Reecer Creek. The concerns about the amount of saved water and the Trust length are currently being considered by the landowner and Mark is waiting to answer questions.

Both Dodge and Cortese have received preliminary numbers regarding saved water to review before the information goes to Ecology. Mark C. and Sherry are still working on the potential project for Carroll Richards.

#### 4. **BPA – Yakima Tributary Access & Habitat Project**

- a. **General Project Updates** – Anna reported that she’s been working on the RCO SRFB applications for Whiskey Creek/Town Ditch design project, a cost increase for Coleman/Nanuem project, and an application for funding for the Cherry Creek tributaries projects. There was a tour on Tuesday of all the proposed projects in the

area. Next steps include technical meetings, presentations in June with prioritization of the applications in July and submission of the prioritized list to the state in August.

b. **Individual Project Updates** – No new updates.

5. **Manastash Restoration Project (See Staff Reports)** –

a. **Screen Facilities**– The facilities are up and running. Sherry is working on training for irrigators.

Anna and Sherry met with Al Josephy with Ecology. They toured the facilities. Al 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. We have also requested a time extension for the new grant, to December 31, 2016.

Sherry created a spreadsheet for irrigators regarding the flows on Manastash Creek and at the diversions. It is attached for the Board's review. The spreadsheet is completed twice per week and emailed to Ecology, the Irrigators, etc.

b. **Instream Flow Enhancement** – See staff reports. Møllergaard's project is complete. His bills are listed in the bills to be approved spreadsheet (Circle Lazy H).

c. **Reed/Hatfield Ditch Removal** – Anna reported that we continue to wait for permission to access the site for surveys so that the design work can begin.

C) **Special Assessment** –Anna is working on finalizing the 2014 Annual Report and will then be meeting with the Board of County Commissioners.

D) **Firewise** – Anna informed the Board that the Firewise Community Awareness Day was Saturday, May 2<sup>nd</sup> at Unionville Ranch. The presentations were well received and there were around 130-140 people who attended. The FEMA grant should be close to being signed. Suzanne is working on the holdup regarding complying with the Migratory Bird Act.

E) **District Building** – We continue to work with NRCS on the issue of keeping the server room cool enough.

F) **Planning Services** –KCCD is included in the Kittitas County Hazard Mitigation Plan for drought response. Ron reiterated the importance of water storage as a big part of drought response. Anna updated the Board on communications with Ecology after sending the letter requesting assistance to Director Maia Bellon.

Anna presented the Board with a multiple project agreement for Board approval with Perteet as a consultant for planning services. This agreement will allow for specific task orders, if and when funding is actually secured to do emergency/disaster response planning.

**MOTION** – Approve the agreement with Perteet.

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

*Passed Unanimously*

G) **Plant Sale** – The 2015 plant sale balance sheet is attached for the Board's review. There was a net loss this year due to a decrease in customer orders. District staff has been exploring ideas for next year's plant sale. Ideas that have been discussed include cancelling the sale for a year or two, continue with the sale and ramp up the advertising for the upcoming year, checking with the Cattlemen's office to see if we could hold the plant sale in their parking

lot as they have more space. District staff and Board members agreed to re-evaluate in the winter.

- H) **2014 Financial Report** – There have been some recent changes to the schedule 22. Anna, Sara, Ron and Bill performed the internal audit/schedule 22 review in January, we were told that there would be no changes to the schedule 22. However, when Sara uploaded the schedule 22 information, there were a few new questions. This is due to the auditors' creation of one schedule 22 template, with questions pertaining various government agency, which also accounts for the non-numerical order of questions. Anna and Sara will work through the questions and print out the final version for the Board's review, and they are anticipating only minor changes. Sara also included the draft of the entire financial report, which is ready for Board approval.

**MOTION** – Approve the District's 2014 Financial Report, including the Schedule 22, for submittal to the State Auditor.

**Ron Gibb**, seconded by **Lynn Brown**

*Passed Unanimously*

- I) **FY16 Annual Plan of Work** – Anna has completed the plan of work and she will be adding the drought response as well. The report is due May 29<sup>th</sup>.

**MOTION** – Approve the District's FY 15 Annual Plan of Work.

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

*Passed Unanimously*

- J) **Commission Meeting in Ellensburg** – The Commission meeting will be next week with the tour and dinner on Tuesday, May 19<sup>th</sup>. The tour begins and ends at the Quality Inn and Conference Center. Dinner is at the same location. Tour stops include Manastash, Taylor Bridge, Hidden Valley, and Jack Creek.

## V. New Business

### A. Drought Response

1. **Emergency Drought Resolution** – The Board reviewed the emergency drought resolution prior to the Board meeting, however Bill Eller emailed Anna this morning with some minor edits (see attached), with the addition to following action with "implementation of other activities as deemed necessary."

**MOTION** – Approve the District's drought resolution #2015-001 with edits from Bill Eller.

**Ron Gibb**, seconded by **Jeff Brunson**

*Passed Unanimously*

### B. Bill Eller's Quicknotes – Included in Board packet.

Allan McBee entered the meeting at 9 AM. Allan spoke with the Board about the server room and the air conditioner.

## 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 9:18 AM.

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**MOTIONS APPROVED:**

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Bill Boyum, seconded by Ron Gibb *Passed Unanimously*

**MOTION** – Approve the District's drought resolution #2015-001 with edits from Bill Eller.  
Ron Gibb, seconded by Jeff Brunson *Passed Unanimously*

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Smalquist  
Recording Secretary

6-11-15  
Date

Marble Mon  
Board Member

06/11/2015  
Date