



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**

June 11, 2015 6:30 AM KCCD Office

**ATTENDANCE**

<b>Mark Moore</b> , Chair <b>Lynn Brown</b> , Vice-Chair <b>Bill Boyum</b> , Member	<b>KCCD Staff:</b> Anna Lael, District Manager Sara Leist, Financial Manager Mark Crowley, Resource Technician Suzanne Wade, GIS Specialist Sherry Swanson, Project Manager Brent Dixon, Resource Technician
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- I. **Call to Order-** Chair Mark Moore called the meeting to order at 6:34 AM.
- II. **Approve Accountant's Report and Meeting Minutes**  
**MOTION** – Approve the May Accountant's Report, and the regular meeting minutes from May 14<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)  
**MOTION** – Approve check numbers 14610 through 14661 for a total of \$273,244.73 (Payroll Checks 14620-14626, and 14658-14661) and building account check numbers 0182 – 0189 for a total of \$5,023.39 and check numbers 1128-1132 for a total of \$360.42 for Manastash O&M reimbursements. Approve pending payments totaling \$147,581.73 contingent upon receiving grant reimbursement requests.  
**Lynn Brown**, seconded by **Bill Boyum** *Passed Unanimously*

**Pending Bills To Be Paid**

26-May	TBD	Mark Hansen & Kooy's Irrigation	\$ 50,000.00
26-May	TBD	Fred Feddema & Midstate Irrigation	\$ 49,067.29
28-May	TBD	Rent Me Rentals	\$ 3,186.00
1-Jun	TBD	Kittitas County Fire District #7	\$ 9,845.32
2-Jun	TBD	Rae Ellen Croffit & Timberline Silvics	\$ 2,250.00
2-Jun	TBD	Will Reed & Timberline Silvics	\$ 4,620.00
2-Jun	TBD	Jim Waltrip & Timberline Silvics	\$ 9,900.00
2-Jun	TBD	Dave Hedges & Timberline Silvics	\$ 9,900.00
10-Jun	TBD	Kittitas Valley Fire & Rescue	\$ 5,893.12
11-Jun	TBD	North Yakima CD	\$ 2,920.00

**\$ 147,581.73**

- IV. **Old Business**
  - A) **NRCS Report**– See Erin's attached NRCS report.
  - B) **KCCD Project Reports (See Monthly Reports)**

1. **Implementation** - Small Project Cost Share – Mark C. reported that the four small projects have been completed for this funding cycle.

The Commission's master agreement with the District is also attached for review. The contract is for the next biennium.

**MOTION** – Approve WCC master contract for FY16.

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

Passed Unanimously

2. **Category 3 Projects** (Non-Shellfish) Sprinkler Conversion Projects – Gibb's project is remaining for this funding cycle. Anna has a draft list of current projects ready for July 1<sup>st</sup>. The list of projects are prioritized based on a points system. Projects receive points for rill to sprinkler, flood to sprinkler conversions, TMDL compliance proximity, slope of land, whether land is immediately adjacent to a creek or canal, and points if a landowner/operator has not received cost share in the last two years.

**MOTION** – Approve priority system as presented, with the accompanying list.

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

*Passed Unanimously*

3. **Irrigation Efficiencies** - See staff reports. Mark C. reported that he's been providing saved water information to Cortese/Sorensen and Dodge. David Rinehart wants to move forward with his project but is continuing to discuss leasing options related to the drought and junior water users in the basin.

The Board directed Anna should draft a letter to the Commission about their policy regarding perpetuity for the Trust Water applications for the Irrigation Efficiencies Program. Currently there is no written policy requiring perpetuity and there should be.

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

- a. **General Project Updates** – Anna reported that Doug D'Hondt, the County Engineer, called her about the Coleman/Town Ditch project. He offered right-of-way consultants to work on an appraisal for landowner at the site in order to move the easement process forward. Anna did tell County Engineer that any agreement to use the County's consultants would have to be mutual between the EWC and the landowner, as that is who the easements are between. This could be a helpful option and the County is offering to pay for the cost of the consultants to do the appraisal work.

The Board directed Anna to write a letter to the EWC Board regarding updates to the situation and the status of the funding. This fall is the last work window possible for most of the funding for construction of the project.

- 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.  
The KRD was able to wheel up to 15 cfs of USBR project water to Manastash Creek to help maintain flows. This is possible because of the connection of the KRD 13.6 pipeline and the MWDA pipeline. Flows in the creek are very low. Sherry has been taking flow measurements twice per week and she shared the report that she sends out the irrigators and Ecology.

Sherry reported that KRCI was out yesterday to do work covered on the warranty. There were some leaks of the vaults that the programmers had already been working on and KRCI tried to patch but there was too much water seeping in. They will have to try when the water is turned off. KRCI is also working on the sump pump and meter issues.

**b. Instream Flow Enhancement** – See staff reports.

**c. Reed/Hatfield Ditch Removal** – Anna spoke with the landowners at the Reed Ditch site and received permission to allow the surveyors in to collect their information, so the design process can move forward.

**C) Special Assessment** – Anna has the annual report in draft form for the Board's review.

**MOTION** – Approve Annual Report with Chairman's review and signature.

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

Ecology replied to the letter the Board sent requesting drought assistance. Not much can be done until the Legislature passes a budget.

Anna will be working on a pre-proposal for RCPP funds during this year's application process. It will be for Kittitas County only. The District or Ecology could be the lead agency. Pre-proposals are due in July.

Anna plans to work on the rates and charges for the special assessment after the July pre-proposal is done.

**D) Firewise** – Suzanne informed the Board that the District had an opportunity to receive DNR funding for \$33,000 for Firewise cost share and it had to be spent by the end of June. Anna signed the contract to get the process moving forward and is requesting Board approval. The funding is from the Eastern WA Forestry program.

**MOTION** – Approve DNR funding agreement for \$33,000.

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

Suzanne reported that there are about 15 cost share projects going on right now in various locations. We are hoping to get our first payment for the FEMA grant soon. Bird surveys were conducted by Deb Essman, who the District hired as a consultant to complete the necessary information that FEMA requires about migratory birds.

**E) District Building** – We continue to work with NRCS on the issue of keeping the server room cool enough. The Board discussed the concern of overheating of the District's server and replacement costs. The portable AC unit should be here soon so we can see if it will work.

## **V. New Business**

**A. Cost Share Resolution** – The Board reviewed Resolution #2015-002, setting the cost share policy.

**MOTION** – Approve Resolution #2015-002, establishing the KCCD's cost share policy.

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

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

Bill Boyum wanted to congratulate the staff on a well-received WCC tour and dinner. Mark Clark had very positive things to say about the staff and work of the Kittitas County Conservation District.

**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 7:46 AM.

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**MOTIONS APPROVED:**

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Recording Secretary

7/9/15  
Date

  
Board Member

07/09/2015  
Date