



Kittitas County Conservation District
 2211 W. Dolarway Rd, Suite 4 - Ellensburg, WA 98926 - Phone (509) 925-3352 - Fax (888) 546-0825

Board of Supervisors Special Meeting

October 22, 2015 12:00 PM KCCD Office

ATTENDANCE

Mark Moore , Chair Jeff Brunson , Auditor Ron Gibb , Member	KCCD Staff: Anna Lael, District Manager Sara Leist, Financial Manager Mark Crowley, Resource Tech
Guests: Larry Brown, Superintendent at Ellensburg Water Company; Matt Eslinger, Ellensburg Water Company Board Member	

I. **Call to Order-** Chairman Mark Moore called the meeting to order at 12:02 PM.

II. **Old Business**

A. YTAHP

1. **EWC/Coleman Creek Project** – Anna updated the Board about the bid protest by the 2nd lowest bidder and the resolution of that protest. Larry reported that EWC has contribution \$12,134.79 into the project so far. The District will also have \$85,000 from the County for the project. The Board reviewed the draft contract with the County. They agreed to strike “change order” from section b3 and a5 on page 3.

MOTION – Accept the County’s interlocal agreement with changes noted above.

Ron Gibb, seconded by **Jeff Brunson** (Ron Gibb Abstains) *Motion Passes*

Anna requests approval of the construction contract with POW Construction.
MOTION – Approve construction contract with POW for the Ellensburg Water Company at Coleman Creek Project.

Ron Gibb, seconded by **Jeff Brunson** (Ron Gibb Abstains) *Motion Passes*

The District received invoices from Anderson Perry in August for work that was done in May and June for Cherry Creek tributaries. They were sent via email and got lost in the shuffle so they have not yet been approved. One invoice is for \$3,902.50 and the other invoice is for \$10,038.00.

MOTION – Approve invoices from Anderson Perry totaling \$13,940.50.

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

B. **VSP** – The County approved the interlocal agreement for VSP yesterday. The Board agreed that the District and County need have clear expectations for this program (meetings, record keeping, etc). The Board also discussed limiting response time for public records requests due to staff work load and other constraints.

Anna discussed with the Board the potential to hire a VSP coordinator as there is funding through June 2017. The facilitator portion will be hired as a consultant. Anna stated that talking with District staff it seemed like the knowledge and skills needed for the VSP coordinator were in house and the need really was for an administrative assistant type position to assist with meetings and providing support to existing staff. Anna reported that

Sara announced that she would be transitioning away from the District in the coming months. This led to discussion about combining some of the VSP responsibilities with an administrative assistant position.

III. **Public Comment** – No public comment at this time.

IV. **Adjournment** – Mark Moore adjourned the meeting at 12:58 PM.


MOTIONS APPROVED:

MOTION – Accept the County's interlocal agreement with changes noted above.
Ron Gibb, seconded by Jeff Brunson (Ron Gibb Abstains) *Motion Passes*


MOTION – Approve construction contract with POW for the Ellensburg Water Company at Coleman Creek Project.
Ron Gibb, seconded by Jeff Brunson (Ron Gibb Abstains) *Motion Passes*

MOTION – Approve invoices from Anderson Perry totaling \$13,940.50.
Ron Gibb, seconded by Jeff Brunson *Passed Unanimously*


Recording Secretary


Date


Board Member


Date