



**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**

March 31st, 2016      7:00 AM      KCCD Office

**ATTENDANCE**

<p><b>Mark Moore</b>, Chair  <b>Jeff Brunson</b>, Auditor  <b>Bill Boyum</b>, Member</p>	<p><b>KCCD Staff:</b>          Anna Lael, District Manager          Miranda Nash, Financial Manager</p>
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I. **Call to Order-** Chair Mark Moore called the meeting to order at 7:00 AM

II. **Old Business**

A. **Seaton Water Users Association Agreement** – Anna presented the Memorandum of Agreement between KCCD and Seaton Water Users Association regarding sump pump replacement with a vertical turbine pump. Anna was able to attend the meeting of the Seaton Water Users Association and talk with them about the replacement and the options. They would like a two-year warranty, if that's possible. The Board discussed the warranty timeline agreed that a two-year warranty would be preferable. Anna asked for approval of the agreement as well as authorization to bid the project. The new pump needs to be installed by May 1 so the timeline is tight.

**MOTION** – Approve the agreement with the Seaton Water Users Association and authorize staff to bid the project.

**Bill Boyum**, seconded by Jeff Brunson

*Passed Unanimously*

B. **Long Range Plan** – Anna presented a full draft of the Long Range Plan and will be sending this draft out for review. Her intent is to ask for comments by April 12 so that she can have a final draft ready for the April 14<sup>th</sup> Board meeting.

C. **BPA – Yakima Tributary Access & Habitat Project**

1.) Ellensburg Water Company/Coleman Creek Project – The first walk through of the project is today. The contract is coming to an end tomorrow except the asphalt, which should be done next month. There was discussion about a landowner's concern with safety issues regarding railing around the inlet and outlet structures. Conversations are ongoing with Ellensburg Water and the Contractor about options. Anna requested approval to extend the project if necessary after today's walk through.

**MOTION** – Authorize staff to extend remaining items in the contract with POW no later than April 15<sup>th</sup> if necessary.

**Bill Boyum**, seconded by Jeff Brunson

*Passed Unanimously*

D. **Employee Evaluations** – At 7:12 AM it was announced that the Board would go into executive session until 7:30AM to discuss employee performance. The Board then announced at 7:30AM that they would continue the executive session for an additional 15 minutes.

The Board came out of executive session at 7:45 AM

- E. Consideration of Annual Wage/Salary Increase** – Anna provided the Board a suggested staff pay increase of 3% and a \$1/hour raise for Lance who is completing his first six months.  
**MOTION** – Approve the suggested 3% pay increase for staff, with the exception of a 4% pay increase for Sherry and Anna and a \$1/hour raise for Lance.  
Jeff Brunson, seconded by Bill Boyum *Passed Unanimously*

III. Public Comment – None

IV. Adjournment - Mark Moore adjourned the meeting at 7:50 AM.

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**MOTIONS APPROVED:**

**MOTION** – Approve the agreement with the Seaton Water Users Association and authorize staff to bid the project.  
Bill Boyum, seconded by Jeff Brunson *Passed Unanimously*

**MOTION** – Authorize staff to extend remaining items in the contract with POW no later than April 15<sup>th</sup> if necessary.  
Bill Boyum, seconded by Jeff Brunson *Passed Unanimously*

**MOTION** – Approve the suggested 3% pay increase for staff, with the exception of a 4% pay increase for Sherry and Anna and a \$1/hour raise for Lance.  
Jeff Brunson, seconded by Bill Boyum *Passed Unanimously*

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*Mianda Nash*  
Recording Secretary

*04/14/16*  
Date

*Mark Moore*  
Board Member

*04/14/2016*  
Date