



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 9, 2016 7:00 AM KCCD Office

ATTENDANCE

Mark Moore , Chair Jeff Brunson , Auditor Lynn Brown , Vice Chair Bill Boyum , Member	KCCD Staff: Anna Lael, District Manager Suzanne Wade, GIS Specialist Miranda Nash, Financial Manager Lance Downing, Resource Technician Mark Crowley, Resource Technician Ryan Roberts, Engineer
--	---

- I. **Call to Order**- Chair Mark Moore called the meeting to order at 7:01AM
- II. **Approve Accountant's Report and Meeting Minutes**
MOTION – Approve the May Accountant's Report, and the regular meeting minutes from May 12th, 2016.
Bill Boyum, seconded by **Jeff Brunson** *Passed Unanimously*
- III. **Approve Bills, including Building Account and Manastash O&M Fund Bills**
 (see attached spreadsheet)

MOTION – Approve check numbers 18188 through 151232 for a total of \$123,358.16 (Payroll Checks 15191-15196 & 15198, and 15227-15231) and building account check numbers 0336-0350 for a total of \$5,701.03 and check numbers 1194-1199 for a total of \$1,978.57 for Manastash O&M reimbursements. Approve pending payments totaling \$48,476.92 contingent upon receiving grant reimbursement requests.
Jeff Brunson, seconded by **Bill Boyum** *Passed Unanimously*

Pending Bills To Be Paid

06/01	TBD	Shaun & Esther Montgomery	4,000.00
06/06	TBD	Shaun Hollenbeck	2,175.00
06/07	TBD	Jeff Myers	2,475.00
06/07	TBD	Kittitas County Fire District #7	13,597.64
06/01	TBD	Lynn Goodwin	4,000.00

\$ 26,247.64

- IV. **Old Business**
 - A. **NRCS Report** – There was no NRCS Report from NRCS. Anna reported that there is a new Equip signup and they are looking for projects with instream flow benefit. There has been no word from NRCS about the open position if it has been filled or not.
 - B. **KCCD Project Reports**
 - 1.) **Conservation Commission Grants -**

- (a) **Implementation** – Mark C. reported that two of the three projects are done. Reimbursement requests have been submitted by Montgomery and Goodwin and Rinehart is waiting to order pipe for stock water when he is between cuttings. The Implementation grant ends in June. Anna stated she responded to the Commission's request for end of the year funds. The maximum allowable request is \$7,000, so that is the amount Anna requested to assist with staff costs and newsletter costs. If the request is approved, the funds will be amended into the Implementation grant.
- (b) **Irrigation Efficiencies** – Mark C. reported that the Cortese project is done and we only need to receive his reimbursement request to close out the project.
- (c) **Non-Shellfish** – Anna reported that there are a total of three projects. Currently we are waiting for an addendum to the Van de Graaf (Midvale Farms) project.

2.) BPA / Yakima Tributary Access & Habitat Project -

- (a) **General Project Update** - Anna reported that the Yakima Basin Fish & Wildlife Recovery Board (Alex Conley) has put forward a request for projects to be added to the budget request for WDFW's Barrier Board. The Barrier Board is responding to the lawsuit regarding fish passage barriers, and the understanding is that private barriers can be included as well. The projects from Kittitas County include the two lower Cooke Creek projects and lower Parke Creek barrier, two barriers on Caribou Creek, and three on Coleman Creek (Olmstead, Vantage Highway and Cascade Irrigation District). The statewide request for the Barrier Board will be about \$30 million and will be part of the biennial budget request. Anna stated that it's not known if this process will actually fund these projects, but it's worth at least trying to get the projects on the list.

(b) Individual Project Reports -

1. **EWC/Coleman Creek Project** – Anna reported that we are unable to file the notice of completion for this project to the Department of Labor & Industries, as there remains one outstanding affidavit of prevailing wages paid by one of the sub-contractors. KCCD received retainage claims and payment bond claims from Consolidated Supply and Ellensburg Cement Products. Anna is working with John Ufkes regarding these claims.
2. **Naneum Creek and Coleman Creek** – Anna reported that these projects are moving forward with SRFB funding and the intent is to construct them this fall.
3. **Parke Creek – Caribou Creek** – Anna reported that there is SRFB funding for these projects for the fish screen portion. The Cortese fish screen is installed and the Nisbet project is looking to begin this fall. Since this SRFB proposal was only partially funded, Anna submitted a proposal for the rest of the funding this year which will address the fish passage component of the project.

In addition, there are design only proposals for three intersections of the Cascade Canal and streams and one intersection of the Ellensburg Water Company canal and a stream. Anna will be presenting the proposals to the Technical Advisory Group and Citizens Committee next week. KCCD has been selected for audit from SRFB. They are scheduled to visit KCCD on June 24th for the audit.

3.) Manastash Restoration Project

- (a) **Project Facilities Update** – Lance gave an update on the flows which have dropped 60 CFS in a month. KRD is supplementing 15 CFS in effort to not allow the creek to go dry. The drop in water is earlier than in past years by about 3 weeks due to a hot, dry spring. Fixes to the programming for the facilities have been underway and Lance and Sherry have been testing them. Progress is being made.
- (b) **Reed/Hatfield Ditch Removal** – Anna reported that work is ongoing with the engineer, permitting agencies and the landowners. There is still hope that the project can be constructed this fall.

C. Special Assessment –

- (a) **Firewise/Fuels Reduction** – Suzanne reported that she has an application in for Firewise to the Conservation Commission in the amount of \$50,000. Suzanne went to the Governor's listening session and gave a presentation recently. Anna and Suzanne have a meeting scheduled with the Mayor of Cle Elum to discuss Firewise this month.
- (b) **Special Assessment** – Anna had a meeting with Board of County Commissioners regarding Rates and Charges. Public hearings are scheduled for June 22nd in the Upper County and June 23rd in Ellensburg. Anna will present the rates and charges draft at the public hearings. On June 28th Anna scheduled a meeting with the Consultant, the Board of Supervisors and the County Commissioners to have Consultant go over the system of rates and charges in detail. Certified letters have been sent to State agencies with a list of parcels and estimated charges attached to it. Anna will run legal ads and post notices in the County about the public hearings. Anna has drafted a letter of support that is available on our website and will be made available at the public hearings. It was discussed that adopting the rates and charges should take place at the July Board Meeting. Anna discussed the draft report from last year showing that KCCD was able to leverage \$7 for every assessment.
MOTION – Accept Kittitas County Special Assessment Report of 2015 Activities as presented.
Jeff Brunson, seconded by **Bill Boyum** *passed unanimously*
MOTION – Approve schedule Move forward with public hearing and draft for rates and charges.
Bill Boyum, seconded by **Jeff Brunson** *passed unanimously*

- D. **District Building** – Anna reported that we received a bid to have a storage shed built on the property near the building which would eliminate our storage rental unit. Lance has looked at pricing on portables.

- E. **Voluntary Stewardship Program** – The next VSP meeting is July 20th, followed by another break and then meetings (possibly twice month) will begin in October. Anna has weekly meetings with County staff and participates in the monthly VSP webinars by the Commission.
- F. **Seaton Water Users Association Project** – Plan is to pick a time around the first of July with extension through end of September from BPA.
- G. **Teaway Grazing Plan / CRM Funds** – CRM Task group had a meeting, they have had five meetings so far. Anna reported that the plan is moving along. Mark C. reported that he talked with one of the lessees and let them know that the District was offering up to \$5,000 in cost share for potential projects that are identified in grazing plan for this year.
- H. **Annual Plan of Work FY17** – Anna reported that the Annual Plan of Work has been submitted to the Commission and is posted on our website.

V. New Business

- A. **Single Federal Audit** – Anna talked with the auditor who has tentatively scheduled the single federal audit to begin on June 20th.

VI. Public Comment

- A. No comments.

VII. Reports

Anna Lael

Suzanne Wade (see attached)

Miranda Nash (see attached)

Lance Downing (see attached)

Mark Crowley (see attached)

Ryan Roberts (see attached) Ryan reported he has been working with Okanogan CD on Emergency Watershed Projects. The number of projects has been reduced to less than three and NRCS is providing a staff person to be on site. So Ryan will not be providing daily construction monitoring.

Sherry Swanson (see attached)

VIII. Adjournment – Mark Moore adjourned the meeting at 8:29 AM.

MOTION – Approve the May Accountant’s Report, and the regular meeting minutes from May 12th, 2016.
Bill Boyum, seconded by **Jeff Brunson** *passed unanimously*

MOTION – Approve check numbers 18188 through 151232 for a total of \$123,358.16 (Payroll Checks 15191-15196 & 15198, and 15227-15231) and building account check numbers 0336-0350 for a total of \$5,701.03 and check numbers 1194-1199 for a total of \$1,978.57 for Manastash O&M reimbursements. Approve pending payments totaling \$48,476.92 contingent upon receiving grant reimbursement requests.
Jeff Brunson, seconded by **Bill Boyum** *passed unanimously*

MOTION – Accept Kittitas County Special Assessment Report of 2015 Activities as presented.
Jeff Brunson, seconded by **Bill Boyum** *passed unanimously*

MOTION – Approve schedule Move forward with public hearing and draft for rates and charges.
Bill Boyum, seconded by **Jeff Brunson** *passed unanimously*

Miranda Nash
Recording Secretary

7/14/2016
Date

Markti Nyon
Board Member

07/14/2016
Date

