



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
 January 10, 2019 1:00 PM - KCCD Office**

ATTENDANCE

Board of Supervisors: Mark Moore, Chair Lynn Brown, Vice Chair Jeff Brunson, Auditor Bill Boyum, Member	KCCD Staff: Anna Lael, District Manager Miranda Nash, Financial Manager Sherry Swanson, Project Manager Rose Shriner, GIS Specialist Mark Crowley, Resource Technician Wendy Mee, Resource Technician
Guests: Erin Kaczmarczyk – NRCS	

- I. **Call to Order-** Chair Mark Moore called the meeting to order at 1:01 pm.
- II. **Approve Accountant’s Report and Meeting Minutes**
MOTION – Approve the December Accountant’s Report, and the regular meeting minutes from December 13, 2018.
Bill Boyum, seconded by **Lynn Brown** *Passed Unanimously*
- III. **Approve Bills, including Building Account and Manastash O&M Fund Bills**
 (see attached spreadsheet)
MOTION – Approve check numbers 16668 – 16717 for a total of \$98,704.97 (Payroll Checks 16682-16689 and 16713-16717 building account check numbers 793 – 800 for a total of \$5,639.34. Approve pending payments totaling \$29,564.86 contingent upon receiving grant reimbursement requests.
Bill Boyum, seconded by **Jeff Brunson** *Passed Unanimously*

Pending Bills To Be Paid

Date	Check #	Vendor	Amount
9/26	TBD	Anchor QEA	\$2,534.50
10/16	TBD	Anchor QEA	\$346.50
11/25	TBD	Encompass Engineering & Surveying	\$3,696.50
11/29	TBD	Anderson Perry	\$1,761.25
12/21	TBD	Anderson Perry	\$8,860.35
12/10	TBD	Walking U	\$12,365.76
			\$29,564.86

- IV. **NRCS Report** – Erin gave a brief report. The partial government shutdown has affected many agencies. NRCS remains open at this time but some divisions are not working, such as the leasing division. The new Farm Bill has been signed but there is no new guidance out. The new Central Area Archaeologist started with NRCS this past week.
- V. **Old Business**
 - A. **KCCD Project Reports**
 - 1. **Conservation Commission Grants** –
 - a) **Implementation** –

- 1) **Small Project Cost Share** – Mark C. reported that projects are moving forward, and he is waiting for cultural survey reports and one design to come in.
- b) **Natural Resource Investments (NRI)** –
 - 1) **New Project** – Anna received confirmation from the Commission that there is funding for another NRI project. Sherry contacted the next producer on our list who declined their cost share project. Moving down the list Sherry contacted the next producer and they are willing to move forward with their cost share project.
MOTION – Approve cost share agreement for Fedemma’s project contingent on receiving NRI funds from the Conservation Commission.
Jeff Brunson, seconded by **Lynn Brown** *Passed Unanimously*

2. Firewise/Fuels Reduction

- a) **Kittitas Fire Adapted Community Coalition (KFACC)** – Anna reported that there was a meeting yesterday. The Sherriff’s office is scheduled to discuss emergency management at the next meeting. The KFACC group is working on outreach and has reserved a booth for the upcoming KXLE home and garden show and plans to participate in the KEEN Winterfest and Spring Fair.
 - 1) **Video Production** – The first draft of the video about emergency planning and evacuation was received this week and the District hopes to have the video out within the next couple of months.
 - 2) **Part Time Staff** – Anna reported that KFACC applied for CRM funding, up to \$2,500, to help pay for staff time for meeting facilitation. We will be notified by February if KFACC received funding.
- b) **DNR Funding (Joint Chiefs & Chipper Crew)** – Rose reported that she is working on a DNR cross boundary grant. The DNR crew is not currently working on any chipping projects as the engine crew they had been using is laid off. There is no expected date as to when the DNR chipping crew will start again. Fire District #1 has scheduled a chip day for April 16th using the BLM chipper.
- c) **Washington RC&D (WAFAC and TREX Grants)** – There is a TREX prescribed burn scheduled for this spring.

3. BPA – Yakima Tributary Access & Habitat Project (YTAHP)

- a) **General Project Update** – Anna received questions about the new statement of work back from BPA and has reviewed and responded to them.
- b) **Individual Projects**
 - 1) **Caribou/Parke Creek – Bid/Construction Schedule** – There was a Caribou pre-bid meeting yesterday for the diversion removal. There were seven contractors present. Bids are due January 22nd. There are permits still needed, including from the County and WDFW.
MOTION – Approve lowest responsible and responsive bidder contingent on fund availability & permits for the Caribou project.
Jeff Brunson, seconded by **Lynn Brown** *Passed Unanimously*
 - 2) **Coleman Creek (Valley Land Co)** – Anna reported that the solar project at this site is under appeal by the County with an unknown

timeline. It's not possible to complete the project by the March 15 deadline for the granting agency without risking constructing in the wrong location depending on the outcome of the appeal. Anna and the landowner agreed to return the funds to the SRFB so they can be reallocated to another project. Once the appeal is settled and construction occurs, then the irrigation needs will be known, and the project can be pursued again.

- 3) **Little Naneum** – The cultural resources review period is up for this project, however permits are remaining including those through the County (Floodplain Development, Shorelines, SEPA) before construction can begin.
- 4) **Spring Creek** – The cultural review period was up on Monday. The project should be moving forward soon, with construction of the ring well.
- 5) **Bristol Flats** – This project is continuing to wait for the first 30 period following the initiation period for cultural review.

4. **Manastash Restoration Project**

- a) **Project Facilities Updates** – Sherry reported that we received preliminary design for the MWDA 20" meter installation. Sherry and Ryan have reviewed the design and had a phone call with Anderson Perry. The plans should be complete by the end of the month and ready to put out to bid in February with construction in March. Sherry requested Board approval to advertise the project for bid contingent on final design and verifying availability of the long lead items.

MOTION – Approve bid schedule for MWDA 20" meter contingent on final design and verifying long lead items.

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

Sherry presented task order 2 for Calvert Technical to provide programming for adding the 20" meter at the end of the MWDA pipeline and incorporating it into the Manastash Creek Restorations SCADA Telemetry System.

MOTION – Approve task order 2 for Calvert Technical, not to exceed \$5,000.

Jeff Brunson, seconded by **Lynn Brown** *Passed Unanimously*

- b) **Reed Pipeline Design** – Sherry reported design is at 100% for Reed Pipeline and is ready for construction in the future.
- c) **Stockwater Acquisition** – Sherry has been in contact with Trout Unlimited to schedule a meeting to discuss current negotiations with the irrigators.

5. **Voluntary Stewardship Program –**

- a) **Watershed Group Meeting** – Anna reported that there was a Watershed Group meeting in December. Anna discussed a solicitation for designing an on-line map portal similar to what Whitman County is doing. The next VSP Watershed Group meeting is a week from this coming Friday.

MOTION – Approval schedule to solicit for services to design an on-line map portal contingent on agreement by the Watershed group.

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

Anna was contacted by KRD about helping to fund PIT arrays to monitor fish on Swauk Creek, Little Creek, Big Creek, and Tucker Creek and would like to get the VSP group involved. The Department of Fish & Wildlife and the

Yakama Nation will install and maintain the sites as well collecting the data.
MOTION – Approve \$10,000 contribution to PIT arrays for KRD/USBR/WDFW and Yakama Nation fish monitoring contingent on VSP watershed group approval.

Bill Boyum, seconded by **Lynn Brown**

Passed Unanimously

6. RCPP - Toppenish to Teanaway Agreement

a) EQIP Contracts.

- 1) **FY18 Contracts** – Contracts are under construction with some practices being certified.
- 2) **FY19 Sign-Up** – The District is waiting for NRCS to do official ranking of the 35 applications received. There is likely to be funding for about 8 of the applications.

b) Conservation Easements

- 1) **ACEP-Agricultural Land Easements** – Anna reported that the producer and Forterra continue to work on the appraisal for the application received last summer.
- 2) **Healthy Forest Reserve Program** – Anna is working on setting up a meeting and then will get a sign up going.

7. WSCC – RCPP Match Grant

- a) **Cost Share Projects**– Anna reported that cost share reimbursement for the power costs for the first of the FY18 RCPP contracts has been submitted. The three sprinkler projects are continuing to move forward.

8. Integrated Plan Sprinkler Conversion Projects-

- a) Potential new projects are being explored for these funds.

B. KCCD Rates & Charges – Anna reported that the tax rolls are done and sent in to the Assessor's office. She provided a summary of the totals for the land classifications.

C. District Building (2211 W. Dolarway Rd) – No update

(Adjusted the order of the agenda to talk about the Hazard Mitigation Plan under new business)

New Business:

A. Hazard Mitigation Plan Annex – The County had a public meeting yesterday for the Hazard Mitigation Plan. Anna provided the Board with the annex for the District. Including this in the County's plan will allow the District to apply directly for FEMA grants in the future.

MOTION – Approval of Hazard Mitigation Plan annex for the Kittitas County Conservation District.

Bill Boyum, seconded by **Lynn Brown**

Passed Unanimously

Bill Boyum left the meeting at 2:37 PM.

Old Business:

D. 2019 Elections – Anna reported that legal ads have been published in the Daily Record and are on the District website.

VI. New Business

B. 2018 Financial Report – Mark Moore and Jeff Brunson volunteered to go over the Schedule 22 as part of the 2018 Financial Report for the State Auditor’s Office. Miranda will look at dates to schedule a time for review toward the end of February.

C. Annual Meeting Dinner – Anna discussed doing a joint dinner like last year with Farm Bureau, tentatively planning for the end of February. Anna will look into getting a speaker.

VII. Public Comment

VIII. Adjournment

Mark Moore adjourned the meeting at 2:45 pm

MOTIONS APPROVED:

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Miranda Nash 02/14/19
Recording Secretary Date

Matt York
Board Member

2/14/19
Date

