



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

Board of Supervisors Meeting
August 11th, 2022 7:00 AM – Zoom Meeting ID: 865 6159 8686

ATTENDANCE

Board of Supervisors: Mark Moore , Chair (in person) Bill Boyum , Member (in person) Jeff Brunson , Auditor (in person) Matt Eslinger , Member (in person) Lynn Brown , Vice Chair	KCCD Staff: In-Person Anna Lael , District Manager Sherry Swanson , Project Manager Dayna Wilkinson , Financial Manager Wendy Mee , Resource Technician Mark Crowley , Conservation Planner
Guests: In-Person: Holly Taylor	

I. **Call to Order-** Chair Mark Moore called the meeting to order at 7:01 AM. Attendees participated in person, zoom was available, but no one participated virtually.

II. **Public Comment** – None.

III. **Approve Accountant’s Report and Meeting Minutes**

MOTION – Approve the July Treasurer’s Report and the regular meeting minutes from July 14, 2022.

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

IV. **Approve Bills, including Building Account Bills**

(see attached spreadsheet)

MOTION – Approve check numbers 20658 – 20694 and EFT Transactions 677, 696, & 702 for a total of \$329,793.38 (Payroll Checks 20673-20680 and all EFTs); building account check numbers 2137-2141 for a total of \$9,352.84. Approve pending payments totaling \$14,073.97 contingent upon receiving grant reimbursement requests.

Jeff Brunson, seconded by **Matt Eslinger** *Passed Unanimously*

Pending Bills To Be Paid

Date	Check #	Vendor	Amount
08/10/2022	Claims	Kittitas County Fire District #7	\$ 14,073.97
TOTAL			\$ 14,073.97

V. **Project Reports**

A. **NRCS Programs**

1. **District Conservationist Report**

a) Provided by Holly Taylor who is the acting District Conservationist for the Big Bend Team. (See Attached Report)

2. **EQIP WaterSMART**

- a) Anna reported that postcards were produced through the NRCS State Office and sent to a mailing list of KRD producers. Additional copies were provided for our counter and the KRD counter.

3. **Mid-Columbia Steelhead Partnership RCPP**

- a) Anna reported that there is a tour scheduled today with Laura Williams and Konrad Bomberger to visit the water management entities projects (Cascade at Coleman, Ellensburg Water Company at Naneum and West Side Irrigating Company canal). Staff continue to work on a strategy to complete these projects with RCPP funds. Anna is also still working on the supplemental agreement.

B. Conservation Commission July Meeting & Tour

The tour and dinner on July 20th were well received by the Conservation Commission. Several references to our projects were made at the Commission meeting the next day.

C. Financial and Federal Audit

The financial and federal audit are nearly complete. The SAO staff were in the office doing their field work in late July and we are now waiting on review by the audit manager and supervisor.

VI. Action Items

A. Professional Engineer Position

Anna reported that Ryan Roberts has declined the job offer for the PE position. In the meantime, Anna was contacted by a potential candidate. He is not a PE yet, but can be as soon as next year. He is currently a civil engineer with DNR in Forks. If hired, he would need oversight by a licensed PE until he can obtain his license. He has sent a resume and cover letter and can interview in person the first week in September.

Anna will schedule the interview and continue to research options for oversight by a PE.

B. Ranch on Swauk Creek

1. HLA Surveying Task Order

The headgate at the Ranch on Swauk Creek diversion was being overtopped during a relatively mild high-water event. That shouldn't be happening and may require some adjustments. The rock structure needs to be surveyed so that the engineers can review the elevations make recommendations for next steps.

MOTION- Approve Task Order with HLA to survey the installed rock structure at Swauk Creek.
Jeff Brunson, seconded by **Matt Eslinger** *Passed Unanimously*

C. WSCC Salmon Restoration Funding

1. Riparian Project List

Staff have been working to establish a list of potential riparian restoration projects eligible for the Salmon Restoration Funding through the Conservation Commission. Anna consulted with others completing similar work to see if there are existing projects that can be supplemented since this funding must be spend by 6/30/2023. Yakama Nation provided a project on Taneum Creek and Mid-Columbia Fisheries submitted several projects around the county that are either partially funded, could be completed or need planning work.

MOTION- Authorize District Manager to submit applications to the Conservation Commission for Salmon Restoration funding

Jeff Brunson, seconded by Lynn Brown

Passed Unanimously

2. Coleman Creek

a) HLA Surveying Task Order

One of the riparian planting projects is located on Coleman Creek and may involve two landowners. The property boundaries are not clear and a survey is needed.

MOTION- Approve a task order with HLA to survey the Coleman Creek project.

Matt Eslinger, seconded by Jeff Brunson

Passed Unanimously

D. Caribou Creek

1. Anderson Perry Task Order Extension

The pipeline component of the Caribou Creek Fish Passage project was partially designed by Ryan Roberts. In order to move forward with the project, design review is needed with that component. Task Order 16 with Anderson Perry & Associates included final design, bidding and construction assistance and can include that work. It ended March 31, 2022, since the project was intended to be constructed last year. It needs to be extended.

MOTION- Extend Anderson Perry & Associates Task Order 16 for Caribou Creek to March 31, 2023.

Bill Boyum, seconded by Matt Eslinger

Passed Unanimously

E. Whiskey Creek – Ellensburg Water Company Interlocal

1. Anderson Perry Task Order Extension – Anderson Perry was unable to complete the incorporation of the design comments from all stakeholders by the deadline of June 30, 2022. They requested an extension to the end of the year.

2. Interlocal Agreement Extension – Kittitas County Public Works is willing to extend the interlocal agreement to allow additional time to complete the design.

MOTION- Approve extension of Interlocal Agreement with Kittitas County and Task Order 14 with Anderson Perry and Associates for the Whiskey Creek at Ellensburg Water Company project to December 31, 2022.

Lynn Brown, seconded by Jeff Brunson

Passed Unanimously

F. Yakima Tributary Access & Habitat Program

1. Manastash O&M Funds Amendment

BPA has approved the O&M funding for the Manastash Diversions. This is funding that has been continually requested for several years by Sherry through BPA's Fish Screening Oversight Committee (FSOC). \$56,751 was approved and will be amended into the District's YTAHP budget for availability this fall.

MOTION- Approve the amended agreement with Washington RC&D for YTAHP with new agreement total of \$317,680.89.

Jeff Brunson, seconded by Bill Boyum

Passed Unanimously

G. Yakima Tributary Access & Habitat Program

1. **Contract with DNR**

Anna reported that a group of KFAAC partners applied with DNR for a Landscape Scale Restoration grant last year. The proposal included work on TNC lands, City of Roslyn (Roslyn Urban Forest), private lands and prescribed fire for a total ask of \$294,199 and committed matching funds of \$446,000. The grant was approved including \$50,000 for private lands fuels reduction in priority areas of Cle Elum Ridge (primarily above Cle Elum/Roslyn/Ronald for KCCD. The match contribution is \$50,000 which we can acquire through NRI or DNR funds that the Commission is working to secure. The project has a 3-year timeline starting this summer.

MOTION- Approve Landscape Scale Restoration grant agreement with DNR for \$50,000.
Lynn Brown , seconded by **Jeff Brunson** *Passed Unanimously*

H. **EWC/Naneum Creek FBRB Project**

1. **Anderson Perry Task Order**

The Ellensburg Water Company at Naneum Creek siphon project has been funded by the Fish Barrier Removal Board. Engineering was initiated as part of the application process but now needs to be completed. Mark obtained a cost estimate from Anderson Perry for the work. The cost includes all design work as well as assistance through bidding and construction.

MOTION- Approve a Task Order 3 with Anderson Perry for the Ellensburg Water Company at Naneum Creek project not to exceed \$134,240.
Bill Boyum, seconded by **Jeff Brunson** *Passed Unanimously*

VII. **Adjournment**

Chair Mark Moore adjourned the meeting at 8:28 AM.

MOTIONS APPROVED:

MOTION – Approve the July Treasurer’s Report and the regular meeting minutes from July 14, 2022.
Lynn Brown, seconded by **Bill Boyum** *Passed Unanimously*

MOTION – Approve check numbers 20658 – 20694 and EFT Transactions 677, 696, & 702 for a total of \$329,793.38 (Payroll Checks 20673-20680 and all EFTs); building account check numbers 2137-2141 for a total of \$9,352.84. Approve pending payments totaling \$14,073.97 contingent upon receiving grant reimbursement requests.
Jeff Brunson, seconded by **Matt Eslinger** *Passed Unanimously*

MOTION- Approve Task Order with HLA to survey the installed rock structure at Swauk Creek.
Jeff Brunson, seconded by **Matt Eslinger** *Passed Unanimously*

MOTION- Authorize District Manager to submit applications to the Conservation Commission for Salmon Restoration funding
Jeff Brunson, seconded by **Lynn Brown** *Passed Unanimously*

MOTION- Approve a task order with HLA to survey the Coleman Creek project.
Matt Eslinger, seconded by **Jeff Brunson** *Passed Unanimously*

MOTION- Extend Anderson Perry & Associates Task Order 16 for Caribou Creek to March 31, 2023.
Bill Boyum, seconded by **Matt Eslinger** *Passed unanimitously*

MOTION- Approve extension of Interlocal Agreement with Kittitas County and Task Order 14 with Anderson Perry and Associates for the Whiskey Creek at Ellensburg Water Company project to December 31, 2022.
Lynn Brown, seconded by **Jeff Brunson** *Passed Unanimously*

MOTION- Approve the amended agreement with Washington RC&D for YTAHP with new agreement total of \$317,680.89.
Jeff Brunson, seconded by **Bill Boyum** *Passed Unanimously*

MOTION- Approve Landscape Scale Restoration grant agreement with DNR for \$50,000.
Lynn Brown , seconded by **Jeff Brunson** *Passed Unanimously*

MOTION- Approve a Task Order 3 with Anderson Perry for the Ellensburg Water Company at Naneum Creek project not to exceed \$134,240.

Jeff Brunson, seconded by **Bill Boyum**

Passed Unanimously

Daymon B. Wilkin
Recording Secretary

9/18/22

Date

Maclay
Board Member

9/9/22

Date