



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**  
**November 9<sup>th</sup>, 2023 1:00 PM– Zoom Meeting ID: 831 6913 6763**

**ATTENDANCE**

<b>Board of Supervisors:</b> Lynn Brown, Member Jeff Brunson, Auditor (via Zoom) Matt Eslinger, Member	<b>KCCD Staff:</b> Anna Lael, District Manager Dayna Wilkinson, Financial Manager Mark Crowley, Conservation Planner Miranda Nash, Office Administrator (Zoom) Brent Dixon, Project Manager Sherry Swanson, Project Manager
<b>Guests:</b> Jon Paul Pierre, NRCS (Zoom)	

- I. **Call to Order-** Vice Chair Lynn Brown called the meeting to order at 1:00 PM. Attendees participated in person and via Zoom.
- II. **Public Comment** – Lynn Brown called for public comment. There was none.
- III. **Approve Accountant’s Report and Meeting Minutes**

**MOTION** – Approve the October 2023 Treasurer’s Report, and the regular meeting minutes from October 12<sup>th</sup>, 2023.

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

- IV. **Approve Bills, including Building Account Bills**  
 (see attached spreadsheet)

**MOTION** – Approve check numbers 21128-21129, 21131 to 21152 and EFTs 819-822, 830, and 849 for a total of \$71,000.36 (Payroll Checks 21128-21129, 21133-21141, 21143 and all EFTs); building account check numbers 2263-2267 for a total of \$9,942.18. Approve pending payments totaling \$38,847.98 contingent upon receiving grant reimbursement requests.

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

**Pending Bills To Be Paid:**

Claims	Anderson Perry & Associates, Inc.	\$9,463.75
Claims	Anderson Perry & Associates, Inc.	\$7,143.75
Claims	Anderson Perry & Associates, Inc.	\$3,688.75
Claims	Anderson Perry & Associates, Inc.	\$17,000.00
Claims	Coast Wenatchee Center Hotel	\$ 886.20
Claims	George, Craig	\$ 226.60
Claims	Hollis, Eric	\$ 218.93
Claims	Rafter Hearts Farm LLC	\$ 240.00
<b>TOTAL</b>		<b>\$38,847.98</b>

- V. **Project Reports**
  - A. **NRCS Programs**

1. District Conservationist Report – Jon Paul Pierre provided an update on the year's activities.

#### **B. RCPP 2023**

1. Anna reported that she was surprised to receive an email on November 1 awarding the RCPP proposal from August in the amount of \$17.8 million. This RCPP includes sprinkler conversion projects and water management entity projects, mostly with Cascade Irrigation District and West Side Irrigating Company.

#### **C. Swauk Prairie Farms Conservation Easement**

1. Anna reported that this project is beginning. The contract between KCCD and the Conservation Commission for \$123,000 has been signed. A meeting with Kate Delevan and Paul D'Agnolo of the Office of Farmland Preservation occurred at the end of October. Per the contract, the KCCD's responsibilities are for the appraisal, surveys, baseline documentation, and stewardship planning. Kate and, specifically, Paul will be guiding Anna through each step since this is a first for KCCD. Currently the easement document is under review by the landowner. A site visit is planned with the landowner on November 28th. Until the easement document is fully developed and agreed on by the landowner, the appraisal cannot move forward. This stage can take anywhere from a couple months to 18 months depending on the level of complexity and the landowners review process. Once it is acceptable, then KCCD will hire the appraiser to determine the value of the conservation easement.

There are two additional landowners in the county that are interested in easements, and they will be meeting with Paul D'Agnolo from the Office of Farmland Preservation on the 28<sup>th</sup> as well. The next rounds of solicitations opens on Dec 15<sup>th</sup>, 2023 and will close Feb 16, 2024.

### **VI. Action Items**

#### **A. Professional Engineer Grant**

##### **1. Anchor QEA – Maggs Project Task Order**

Anchor QEA will provide a task order for this project on the Teanaway River which is expected to be ready for construction in the summer of 2024. This task order will be funded by the PE grant.

**MOTION-** Approve Anna to negotiate with Anchor QEA..

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

#### **B. KRD-KCCD Agreement**

##### **1. Task Order 07 for 2024-2025**

The task order between KCCD and KRD for the Manastash Diversions operations expires the end of the December. A new 2-year task order was drafted and has been approved by KRD. It will be effective January 1, 2024 and extend to December 31, 2025. Annual costs will not exceed \$56,434.

**MOTION:** Approve Task Order 7 - Upper Yakima River Basin Fish Passage and Protective Facilities between KCCD and KRD.

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

**C. RCPP Projects Cost Share**

**1. Broadview Farms Cost Share Agreement**

The project on Naneum Creek with Broadview Farms has been developed to address fish screen, fish passage and on-farm irrigation efficiencies. A cost share agreement is ready and includes funding from Ecology, Salmon Recovery Funding Board and BPA. Two fish passage barriers will be corrected, a fish screen installed, and 130 acres converted to sprinklers.

**MOTION-** Approve Cost Share Agreement with Poulsen Ag Inc. for Naneum Creek Project.  
**Matt Eslinger**, seconded by **Jeff Brunson** *Passed Unanimously*

**D. Anderson Perry Task Order 18 Amendment**

1. Anna reported that at the last Board meeting, an additional \$5,000 was approved for Task Order 18 for the Coleman 4.4 project. This was a guess at the overage that was expected due to additional requests by both KCCD and WDFW for design components. The amendment came and is actually \$16,485.

**MOTION-** Approve an additional \$11,485 for Task Order 18 for Anderson Perry & Associates.  
**Jeff Brunson**, seconded by **Matt Eslinger** *Passed Unanimously*

**VII. Adjournment**

Vice Chair Lynn Brown adjourned the meeting at 1:47 PM.

---

**MOTIONS APPROVED:**

**MOTION** – Approve the October 2023 Treasurer’s Report, and the regular meeting minutes from October 12<sup>th</sup>, 2023.  
**Jeff Brunson**, seconded by **Matt Eslinger** *Passed Unanimously*

**MOTION** – Approve check numbers 21128-21129, 21131 to 21152 and EFTs 819-822, 830, and 849 for a total of \$71,000.36 (Payroll Checks 21128-21129, 21133-21141, 21143 and all EFTs); building account check numbers 2263-2267 for a total of \$9,942.18. Approve pending payments totaling \$38,847.98 contingent upon receiving grant reimbursement requests.  
**Jeff Brunson**, seconded by **Matt Eslinger** *Passed Unanimously*

**MOTION-** Approve Anna to negotiate with Anchor QEA..  
**Matt Eslinger**, seconded by **Jeff Brunson** *Passed Unanimously*

**MOTION:** Approve Task Order 7 - Upper Yakima River Basin Fish Passage and Protective Facilities between KCCD and KRDC.  
**Matt Eslinger**, seconded by **Jeff Brunson** *Passed Unanimously*

**MOTION-** Approve Cost Share Agreement with Poulsen Ag Inc. for Naneum Creek Project.  
**Matt Eslinger**, seconded by **Jeff Brunson** *Passed Unanimously*

**MOTION-** Approve an additional \$11,485 for Task Order 18 for Anderson Perry & Associates.  
**Jeff Brunson**, seconded by **Matt Eslinger** *Passed Unanimously*

---

Dayna M. Weikinson 12/14/23  
Recording Secretary Date

Matt Eslinger  
Board Member

12/14/23  
Date