



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

Board of Supervisors Special Meeting
 January 9, 2020 1:00 PM - KCCD Office

ATTENDANCE

Board of Supervisors: Mark Moore , Chair Jeff Brunson , Treasurer Bill Boyum , Member Lynn Brown , Vice Chair	KCCD Staff: Anna Lael , District Manager Miranda Nash , Financial Manager Brent Dixon , Project Manager Wendy Mee , Resource Technician Ryan Roberts , Engineer Sherry Swanson , Project Manager Mark Crowley , Conservation Planner
Guests: Holly Taylor , NRCS Resource Conservationist Mark Charlton , Guest	

- I. **Call to Order-** Chair Mark Moore called the meeting to order at 1:05 PM.

- II. **Approve Accountant's Report and Meeting Minutes**
MOTION – Approve the December Accountant's Report, the regular meeting minutes from December 12, 2019
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 17296 – 17346 for a total of \$328,945.93 (Payroll Checks 17308-17315 and 17342-17346) building account check numbers 959-973 for a total of \$5,898.62. Approve pending payments totaling \$143,162.56 contingent upon receiving grant reimbursement requests.
Jeff Brunson, seconded by **Lynn Brown** *Passed Unanimously*

Pending Bills To Be Paid

Date	Check #	Vendor	Amount
12/12	TBD	State Farm Insurance	\$50.00
12/12	TBD	Washington State Department of Licensing	\$30.00
12/12	TBD	Anderson Perry	\$1,550.00
12/12	TBD	Lazy F Camp & Retreat Center	\$1,997.50
1/9	TBD	Mike Lowe- Walking U Farm	\$168.75
1/9	TBD	Karen Poulsen	\$231.63
1/6	TBD	PSE	\$1,4291.82
12/18	TBD	Reiss-Landreau	\$2,592.00
12/18	TBD	Reiss-Landreau	\$4,620.00
12/18	TBD	Reiss-Landreau	\$3,991.00
12/18	TBD	Reiss-Landreau	\$3,290.00
12/17	TBD	Reiss-Landreau	\$3,991.00
12/18	TBD	Reiss-Landreau	\$3,991.00
1/9	TBD	Anderson Perry	\$1,662.50
1/9	TBD	Anderson Perry	\$3,761.25

1/9	TBD	Anderson Perry	\$1,167.50
1/9	TBD	Anderson Perry	\$6,115.50
1/9	TBD	Anderson Perry	\$1,049.20
1/9	TBD	Perteet	\$4,485.00
1/9	TBD	Dell	\$2,062.07
1/9	TBD	Thayer Excavating	\$82,064.84

\$143,162.56

(The agenda was re-arranged by moving the annual meeting to the first topic for discussion to accommodate guests.)

KCCD Annual Meeting - The Board discussed possible dates for the joint annual meeting to be hosted in conjunction with the Kittitas County Farm Bureau. Tentatively the annual meeting is planned for February 27th. Mark Charlton representing the Kittitas County Farm Bureau will check that this date will work for them as well.

- IV. NRCS Report** – (see attached) Holly gave the NRCS report. The Local Work Group session will be held tomorrow with a follow-up meeting planned later this Spring. Conservation Collaboration grant proposals are due February 7, 2020. NRCS is seeking public comments on Rule changes for EQIP. The RCPP Portal is open. RCPP proposals were due in December. There will be a second signup for RCPP in June or July. There is no national bulletin released for CSP FY2020 at this time. The Farm Service Agency will notify potential applicants of the opportunity to enroll based on farms that FSA has determined meet the eligibility requirements for GCI for the CSP-GCI Sign Up #2. The general sign-up for CRP was announced on December 9th. Field training planned April/March for NRCS and partner staff.

There is no update on NRCS task orders.

V. Old Business

A. KCCD Project Reports

1. Conservation Commission Grants

a) Implementation

- 1) Small Project Cost Share Program** – Mark C. reported that the cultural resources survey field work was completed for one project last week and work is underway for the other two projects.

b) Natural Resource Investments

- 1) Project List** – Anna reported that we are continuing to work down the list of projects to find a replacement for the canceled project. The funding has been declined by three producers so far.

- c) Drought Funding** – The funding was initially set to end on 12/31. With the remaining funds the District purchased some additional equipment that was needed. Shery needed a tablet for the flow monitoring equipment as the old tablet was having issues overheating. Another set of batteries for the drone were also needed. Shortly after the equipment purchases the District received information that funding was authorized to continue until April 1. The remaining funds will be used for staff time and training.

2. Firewise/Fuels Reduction

a) Kittitas Fire Adapted Communities Coalition (KFACC)

- 1) Cooperative response with RC&D to DNR Social Marketing RFP** – Anna reported that the proposal was submitted to DNR by C+C, a firm in Seattle. She's heard that their proposal has been funded. The District will have an agreement with the RC&D, who will be subcontracting to C+C. Part of the proposal involves assistance from Perteet. The agreement with the RC&D will be for \$59,000 and of that amount, \$26,000 is intended for a Task Order for Perteet. This proposal also

includes an individual placement through the Veteran's Conservation Corp.

MOTION – Approve authorization for the District Manager to negotiate an agreement with Washington RC&D for \$59,000 and a task order with Pertee for \$26,000.

Jeff Brunson, seconded by Lynn Brown *Passed Unanimously*

- b) **FEMA Grant Agreement for Approval** – The FEMA grant documents are here and ready for signature.
- 3. **BPA – Yakima Tributary Access & Habitat Project**
 - a) **General Project Update**
 - 1) **Construction Projects**
 - **Bristol Flats Fish Screen & Pump Station** – Bristol flats project is waiting on HPA for the additional bank stabilization work. District staff are looking for the necessary untreated posts for that work.
 - **Cooke Creek Fish Screening & Passage** – Ryan reported that the walls are poured and work is being done on the 10" and 12" pipeline installation. The project will not require additional rock at this time.
- 4. **Manastash Restoration Project**
 - a) **Ecology Grant Extension** – The Ecology Grant amendment is ready for signatures. The amendment mainly extends the expiration date to June 2021 for the stockwater acquisition task.
 - b) **Project Facilities Updates**
 - 1) **MWDA 20" Flow Meter Project Construction Status** – The leak at MWDA flow meter location is officially fixed. The site is cleaned up and the project complete. Sherry requested Board acceptance of the project as complete.
MOTION – Approve MWDA 20" flow meter project as complete.
Jeff Brunson, seconded by Lynn Brown *Passed Unanimously*
 - 2) **KRD Agreement** – All signatures are in place for the agreement that will start January 1, 2020. All utility paperwork has been submitted to change the accounts over to KRD.
 - c) **Stockwater Acquisition** – Sherry is working with Trout Unlimited and is exploring obtaining orifice plates to ensure maximum diversion rates.
- 5. **Voluntary Stewardship Program** – The next VSP meeting is Friday, January 17th.
 - a) **Soil Health Workshop** – The workshop will be on February 20th at the Armory. Marlon Winger (NRCS Regional Soil Health Specialist) will be the speaker and his travel arrangements have been confirmed. The demonstration kits were received this week at the NRCS office and Holly is assisting with soil sample collection.
- 6. **RCPP – Toppenish to Teanaway Agreement**
 - a) **EQIP Contracts Status**
 - 1) **FY 20 Sign-Up** – Anna, Mark and Sherry completed the screening of applications and have a prioritized list to work from. They are beginning to let producers who screened high know that they should be working with vendors on projects designs. Nothing can move forward with NRCS though until CART is rolled out and functional.
 - b) **Conservation Easements** – The Hairpin Ranch easement is close to being completed, but is short funding. There is a requirement in the grant that 10% of the easement value be funded by non-federal, non-state funding. Anna has worked with the Commission to ensure that RCPP contribution funds could be

utilized to help Forterra with their costs, thereby allowing them to use their funds towards the non-federal, non-state match requirement. Forterra provided a summary of their costs of \$67,462 in staff time, appraisals, surveys, closing costs, etc. Anna requested Board approval to assist with a portion of these costs.

MOTION – Approval to provide a letter of commitment for \$33,000 to Forterra to assist with costs related to the conservation easement on Hairpin Ranch subject to completion of easement acquisition.

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

7. Yakima Integrated Plan

- a) **Sprinkler Grant** – Mark C. and Sherry are working on potential projects. Anna is working on the amendment that will add \$500,000 to the grant and extend it to 12/31/21.
- b) **Wymer Reservoir Footprint Study** – Anna had an initial meeting with Tip Hudson in December 2019. Mark C. and Brent will meet with Tip and the Eaton Family tomorrow to begin the assessment for the Eaton Ranch.
- c) **Heritage Gardens Program** – Anna is working with Heather Wendt (Benton CD) to expand this program into Kittitas County in the next biennium by including KCCD in the proposal to the Municipal Subcommittee for Integrated Plan funding.

B. KCCD Rates & Charges – Anna worked with Shelley at the Assessors office to complete the tax rolls for 2020.

C. District Building

1. **NRCS Lease Solicitation** – Anna continuing work on the NRCS lease solicitation. The due date is January 24th.
2. **Remodel Status** – Anna met with building designer and she has reviewed several drafts so far.

D. Board of Supervisors 2020 Elections – To date, the District has received one candidate information form for the 2020 elected position. Candidate information forms and nominating petitions are due January 14.

VI. New Business

A. KCCD Long Range Plan – The KCCD Long Range Plan needs to be updated. Anna will put together a survey to ask about priorities similar to questions from before.

B. Wildhorse Conservation Easement Monitoring Agreement – The Wildhorse Conservation Easement Monitoring Agreement expired the end of 2019. Anna has talked to PSE about continuing the monitoring and has drafted a five year agreement for monitoring.

MOTION – Approve Wild Horse Conservation Easement Monitoring agreement with Puget Sound Energy.

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

C. NACD Urban Agriculture Conservation Initiative RFP – Anna is working on a proposal for this funding source to support the Thorp School District's "Farm to School" initiative. Part of the proposal requires that the Board approve a resolution indicating that the Board has reviewed the proposal and authorizes its submission.

MOTION – Approve Resolution 2020-001 Approving Proposal for National Association of Conservation Districts Urban Agriculture Conservation Initiative 2020.

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

VII. Public Comment

VIII. Adjournment – Chair Mark Moore adjourned the meeting at 3:00pm

MOTIONS APPROVED:

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 Miranda Nash 2/13/20
Recording Secretary Date

 Maurice W. 2/13/2020
Board Member Date