



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
February 9th, 2023 9:00AM– Zoom Meeting ID: 856 7320 6138

ATTENDANCE

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

I. **Call to Order-** Chair Mark Moore called the meeting to order at 9:00 AM. Attendees participated in person and via Zoom.

II. **Public Comment** – Chair Moore called for public comment. There was none.

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

MOTION – Approve the January 2023 Treasurer’s Report, and the regular meeting minutes from January 12th, 2023.

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

MOTION – Approve the updated 2022 Treasurer’s Reports for May through November.

Lynn Brown, seconded by **Matt Eslinger** *Passed Unanimously*

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

(see attached spreadsheet)

MOTION – Approve check numbers 20821 to 20856 and EFT Transactions 54, 55, 65, 68, 101, 102 for a total of \$120,968.31 (Payroll Checks 20821-20822, 20828-20833 and all EFTs); building account check numbers 2184-2192 for a total of \$10,107.26. Approve pending payments totaling \$136,403.98 contingent upon receiving grant reimbursement requests.

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

Pending Bills To Be Paid:

Claims	Mid-Columbia Fisheries Enhancement Group	\$ 23,271.66
Claims	Mid-Columbia Fisheries Enhancement Group	\$ 66,458.68
Claims	City of Cle Elum	\$ 20,027.00
Claims	Anderson Perry & Associates, Inc.	\$ 713.75

Claims	Anderson Perry & Associates, Inc.	\$ 5,884.00
Claims	Anderson Perry & Associates, Inc.	\$ 12,248.75
Claims	Anderson Perry & Associates, Inc.	\$ 3,325.14
Claims	Anderson Perry & Associates, Inc.	\$ 4,475.00
TOTAL		\$ 136,403.98

V. Project Reports

A. NRCS Programs

1. **District Conservationist Report** – Jon-Paul Pierre introduced himself and provided a short report.
2. **EQIP WaterSMART**
 - a) **Cultural Resources Status** – No update
 - b) **FY23 Sign-up Status** – There appears to be 2 potential contracts for this funding in the EQIP sign-up. Both are currently moving forward. Total sign ups estimated to be around \$272,186 which is a small portion of the available \$1 million for on-farm practices.
3. **Mid-Columbia Steelhead Partnership RCPP**
 - a) **Sign-Up:** Anna reported that several applications have been received by Mark and Sherry. The deadline for applications is 02-24-23.

B. KCCD Board of Supervisors Election

Anna reported that one candidate (the incumbent) filed for the open position by the February 7 deadline. Ballots may still be requested to be mailed through February 14. After that voters may stop by the office and pick up a ballot in person.

C. KCCD Annual Meeting

Anna reported that the annual meeting is scheduled for Thursday March 2nd. Anna is working on the rest of the details and invitations will be sent out early next week.

VI. Action Items

A. Profession Engineer Grant

1. **Anchor QEA Task Order for Teanaway Project-** Anna reported there is a meeting scheduled with the landowners and the engineer next week to discuss design proposals. No Board action is requested until after that meeting.
2. **Engineer Position-** Anna reported that the position was readvertised in January with the only change being to explicitly state an EIT would be acceptable. It was advertised on the state jobs website, conservation job board and the APWA Washington Chapter website. Anna was contacted by Ryan Roberts who is still interested in the position. There was also an application received from another viable candidate. Anna will be interviewing him Thursday afternoon. The Board directed Anna to reconvene for a special meeting after the interview.

B. WSDA Soil Health Initiative

1. Anna is submitting a grant application for soil sampling in the County. WSDA will provide training, equipment and analysis of the samples. KCCD will provide labor and coordination with producers.

C. Sustainable Farms & Fields (SFF)

1. Solicitation for FY 24 Funding – The SFF program funding is committed for FY23, but FY24 will bring a new solicitation. Anna would like to advertise the program to the community, although the types of projects are variable making the advertisement open ended. Potential projects include any climate-smart type farming systems or practices. A no-till drill remains a possibility, along with individual on-farm work.

D. Administrative Staff Position

Anna has been working with Miranda Nash during the last month for assistance with end of the year tasks, as well as significant administrative tasks that have been neglected or delayed. In January, Miranda assisted with filing, reviewing payroll 941s, issuing 1099 and W2s, and reviewing vouchers and expenses from 2020 through 2022 in preparation for the 3 year audit coming this summer. Her assistance has been a great help and would help Anna with her with workload. The Board directed Anna to bring the position back to the Board after hours and pay have been discussed.

VII. Chair Moore invited Allisa Carlson to give a report. She mentioned two bills, HB 1567 (CD Election study) and HB 1720 (Riparian grant bill) both had hearings this week (Feb 7). The Riparian grant program legislation garnered significant interest from both the agricultural community and tribes across Washington.

Allisa also mentioned that the Commission is beginning the first round of assessments for the Conservation Accountability and Performance Program (CAPP). Regional Managers assess districts to ensure they are following the 15 rules and regulations (Standard 1). She will be sending out this initial assessment before the end of the month.

VIII. Adjournment

Chair Mark Moore adjourned the meeting at 10:01 AM.

MOTIONS APPROVED:

MOTION – Approve the January 2023 Treasurer’s Report, and the regular meeting minutes from January 12th, 2023.
Bill Boyum, seconded by Lynn Brown *Passed Unanimously*

MOTION – Approve the updated 2022 Treasurer’s Reports for May through November.
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 03/09/23
Recording Secretary Date


Board Member

3/9/23
Date