



## Columbia Basin Conservation District

### Meeting Minutes

March 14<sup>th</sup>, 2023 – 7:00 PM

In Person and Teleconference

#### Attendance:

**Supervisors** – Dave Stadelman (Chair), Dan Roseburg, Glenn Burkholder, John Preston, Richard Leitz

**Staff** - Kristina Ribellia, Elliott DeLong (Recorder), Harold Crose

**Agencies** – None

**Call to Order and Introductions:** D. Stadelman called the meeting to order at 7:08 PM.

**Public Input:** No public input.

**Approval of February 14th, 2023, Monthly Board Meeting Minutes:** Correction – None

*Motion by R. Leitz to accept the February 14th, 2023, as presented, seconded by J. Preston, motion carries.*

**Approval of March 7<sup>th</sup>, 2023, Special Session Board Meeting Minutes:** Correction - None

*Motion by J. Preston to accept the March 7th, 2023, as presented, seconded by R. Leitz, motion carries.*

#### **Approval of March 14<sup>th</sup>, 2023, Monthly Financial Reports:**

Presented by E. DeLong – Reviewed monies owed or owing and current grants through July, including fiscal year 23. Financial topics include burn permits, funds received, grant funding, DOE, WSCC, EPA and NACD grant, cost share allocations, pass-through money, implementation grants, VSP, SFF, livestock funding, NRCS, VSP Supplemental funds, and DOE Burn Applications.

*Motion by D. Roseburg to accept the March 14<sup>th</sup>, 2023, Financial report as presented, seconded by J. Preston, motion carries. Grant County checks #11156- 11209 totaling \$ 115,969.41. Payroll checks #11215-11224 totaling \$20,242.48 and #11235-11247 totaling \$20,703.59 included in the above amount.*

#### **Agency Reports:**

**Washington State Conservation Commission (WSCC)** – None

**NRCS** – None

#### **Old Business:**

**Staffing Update- Ribellia** – Sebastian Saliwanchik’s last day with CBCD will be Friday March 24<sup>th</sup>, 2023. Sebastian has taken a position with the US Forestry Service in Naches, WA. Doug Allen will be taking the NRCS NACD TA position in Ephrata going forward.



**Building Update – Ribellia** – The 903 3<sup>rd</sup> Ave building officially closed on March 10<sup>th</sup>, 2023, and the deed was officially received March 14<sup>th</sup>, 2023. The lease agreement with OIC of Washington for 30 days has also been signed. Currently the building needs an update and repair of previously deferred maintenance. The building is functioning and usable but in the ideal circumstance any updates occur before moving into the building full time. Addressing the needs requires contracting out services due to renovation budget bin higher than the \$10,000 cap. The options are as CBCD hires an architect and/or contractor of the contract is sent to the Department of Enterprise Services (DES). There are benefits and drawbacks to both, however, DES was the recommended route for the renovation. DES may be faster if they have the resources but if they lack the availability, the project could be delayed pushing the move in back. Otherwise CBCD staff will need to develop an RFP to send out an architectural firm and/or contractor depending on how the contract is managed. There is a need to provide additional information in order to provide the best method for the district to address these issues, and a supplemental meeting may need to occur before the April Meeting to address and concerns and provide additional details to make the decision.

**GCFD 5 Building Update– Ribellia** – Currently the communication with Grant County Fire District 5 remains open, however the offer for purchase of the was declined. No agreement was ever formalized however, it would benefit both parties to have formal conclusion to the fire district building project.

**Moses Lake Watershed Council (MLWC) – Crose** – There is the possibility of more federal funding for the lake restoration process. CBCD will not be pursuing these funds, however, we may be asked to provide support for the MLIRD during their application process. There has been mutual support on several projects and that is likely to continue going forward. Work on the Moses Lake Watershed Plan looking beyond the boundaries to Moses Lake continues in a positive direction.

**VSP Update – Crose** – The Adams County Working Group meeting March 16<sup>th</sup>, 2023 at the ECBID building in Othello. In additional here is a meeting set up with both counties in the near future to reestablish the Conservation District’s role and work with the new planners in both Counties. Aside from the meeting, VSP plans continue to be developed with a focus on OGWRP producers. The ten-year plans are also being developed to address the monitoring concerns, but everything is on track.

**OGWRP Update – Ribellia/ Crose** – Progress continues to be positive as the conservation district has essentially become the hub of all the OGWRP activities. FCA and East Columbia Basin Irrigation District have continued to work through the PI-566 planning process and that should be completed by the end of the year. The NRCS RCPP proposal should be opening up soon if it’s anything like 20222. CBCD and the OGWRP continue to receive huge support from the WSCC and other agencies. Four letters of support for the projects from our elected officials have made their way back to DC and to the NCS Chief. The state and local governments are working to address some of the issues that are closer to home. Funding is in the works for widening the canal at several bridges in the area. Deepening the canal would cause more issues so as long as funds can be received getting the bridges widened is the best and most reasonable option.

**New Business:**

**Open Public Meeting and Public Records Request Training – Ribellia** – Currently all supervisors have updated their Open Public Meeting and Public Records Training as of 7 PM this evening. The supervisors are all covered through March 2026.

**Election Update – Ribellia** – The CBCD Election was held during the WSCC Conservation Month. The CBCD election was completed March 3 with the position currently held by J. Preston up for election. Ballots have been received and once the EF2 is complete the results of the election will be announced.



**Executive Session** – D. Stadelman expressed the need to enter an executive session to provide an annual review as part of the Executive Director Annual Review.

Motion by J. Preston to enter into Executive Session for 30 minutes, seconded by G. Burkholder, motion carries. Board enters executive session at 9:15 PM.

Motion by R. Leitz to return to regular session, seconded by G. Burkholder, motion carries. Board returns to regular session at 9:35 PM.

Motion by R. Leitz to increase K. Ribellia salary by \$5,000.00, seconded by D. Roseburg, motion carries.

**Adjournment-** Motion by R. Leitz to adjourn. Seconded by G. Burkholder, motion carries. The meeting adjourned at 9:41 PM.



---

Chair Approval

---

Recorder Signature

---

Date

---

Date

**Summary of Motions:**

Motion by R. Leitz to accept the February 14th, 2023, as presented, seconded by J. Preston, motion carries.

Motion by J. Preston to accept the March 7th, 2023, as presented, seconded by R. Leitz, motion carries.

Motion by D. Roseburg to accept the March 14<sup>th</sup>, 2023, Financial report as presented, seconded by J. Preston, motion carries. Grant County checks #11156- 11209 totaling \$ 115,969.41. Payroll checks #11215-11224 totaling \$20,242.48 and #11235-11247 totaling \$20,703.59 included in the above amount.

Motion by J. Preston to enter into Executive Session for 30 minutes, seconded by G. Burkholder, motion carries. Board enters executive session at 9:15 PM.

Motion by R. Leitz to return to regular session, seconded by G. Burkholder, motion carries. Board returns to regular session at 9:35 PM.

Motion by R. Leitz to increase K. Ribellia salary by \$5,000.00, seconded by D. Roseburg, motion carries.

**Adjournment-** Motion by R. Leitz to adjourn. Seconded by G. Burkholder, motion carries. The meeting adjourned at 9:41 PM.