



Columbia Basin Conservation District

Meeting Minutes

September 13, 2022 – 7:00 PM

In-Person and Teleconference

Attendance:

Supervisors – Dave Stadelman (Chair), Richard Leitz, Glenn Burkholder

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

Agencies – None

Call to Order and Introductions:

D. Stadelman called the meeting to order at 7:05 PM.

Public Input: No public input.

Approval of August 9th, 2022, Monthly Board Meeting Minutes: Correction - None

Motion by G. Burkholder by to accept the August 9th, 2022, as presented, seconded by R. Leitz, motion carries.

Approval of September 13th, 2022, Monthly Financial Reports:

Presented by E. DeLong – Reviewed monies owed or owing and current grants through July, including fiscal year 22. Financial topics including burn permits, funds received, grant funding, DOE, WSCC, EPA and NACD grant, cost share allocations, pass-through money, implementation grant, livestock funding, NRCS, RCPP, and DOE Burn Applications.

Motion by R. Leitz to accept the September 13th, 2022, Financial report as presented, seconded by G. Burkholder, motion carries. Grant County checks #10915-10966 totaling \$110,224.86. Payroll checks #10915-10924 totaling \$19,445.51 and #10937-10949 totaling \$29,357.31 included in the above amount.

Agency Reports:

Washington State Conservation Commission (WSCC)– None

NRCS– DeLong – Erin Kaczmarczyk's last day was July 29, 2022. Holly Taylor is Acting District Conservationist until a detail is announced or the position can be filled. A second application period for WaterSMART in Kittitas produced 2 eligible applications. Currently, one is obligated for \$138,000 and the other is pending obligation review for \$64,000 out of the remaining \$630,000 of WaterSMART FY2022 funds. Remaining funds will be returned to National. There is a new WaterSMART proposal for irrigated land serviced by Quincy-Columbia Basin Irrigation District in Grant County. If funded, the proposal will bring approximately \$11 million dollars to the QCBID over the next 5 years.



Odessa Groundwater Replacement Program RCPP approved totaling \$.16 million for Columbia Basin Conservation District and the contributing partners. The plan is to help agricultural producers replace groundwater irrigation systems with Columbia River surface water for 11,180 acres of high-value irrigated farmland that currently relying on the declining Odessa Aquifer. Groundwater replacement will provide benefits to the local and regional economy, improved water quality and quantity, and strengthen the agricultural industry

Conservation Stewardship Program (CSP) has no application for FY2022. Environmental Quality Incentives Program (EQIP) sign up is effectively announced 8/18/2022 with an application deadline of 10/13/2022 and an eligibility deadline of 11/18/2022. Pre-planned applications are once again being made a priority in the state however, not for planning purposes. No EQIP wildfire has been announced at this time. Conservation Reserve Program (CRP) has completed planning on nearly 15,000 acres of general is currently getting producer signatures and delivering conservation plans to FSA. Conservation Technical Assistance (CTA) has become more important in recent years and plays a major role in metrics used to determine budget and staffing levels. CTA helps to fund our task orders which helps NRCS get conservation on the ground.

Staffing is as follows:

District Conservationist (Ephrata) – not filled in first posting, re-flown, closed 8/26/2022
Resource Conservationist (Ephrata)- No eligible applicants
Civil Engineering Technician (Ephrata)- Vacant
Program Assistant (Ephrata)- George McKinney, slated to start 9/12/2022 but may not come
Recent Graduate (Ephrata) – Kyle Reardon slated to start 9/12/2022
Konrad Bamberger has been selected as the new Central Area Resource Conservationist
State EQIP coordinator – Joyce Trevithick (SD) selected (Ephrata)

Old Business:

Building Update – Ribellia – No information on the move-in date as of right now. Flooring, trim, and doors have all been installed, with work continuing on the electrical. Furniture install is set for October 3-4 as of now. The agreement with GC Fire District 5 has been reviewed with Wyman Law looking into the lease term and the interlocal agreement, with a list of recommendations to address. Changes can still be made as nothing has been signed as of yet. Currently, the cost is running very close to the expected including the 10% management fee for management by the Fire District. Recommendations going forward should clarify some insurance issues that GC Fire District posted, Section 6.3 of the interlocal agreement, and more information for the September 28th, 2022, special board meeting.

Moses Lake Watershed Council (MLWC) – Crose – A public meeting will be held September 20th, from 6:30-8:30 pm at the Moses Lake Council Chambers. It is the first meeting with the public since 2019. Otherwise, the Watershed Council continues as normal, meeting the third Tuesday of every month.

The current federal appropriation request has still not been announced, the expectation is sometime after September 30th, likely closer to the first of the year. Funding from other sources continue with CBCD working to complete an additional non-point pollutant grant for the Department of Ecology. The non-point grant would focus on pollutants around Moses Lake, particularly in the area around Rocky Ford Creek and the North Arm.



VSP – Crose – VSP quarterly meetings are occurring, with Grant County occurring on September 8th and Adams County scheduled for September 13th. CBCD staff, WDFW, Pheasants Forever, and additional partners participating or likely to participate. Currently, CBCD is working on the 10-year report, the next significant milestone and as of now everything looks to be on track as expected. Focus going forward will focus on Shrub-steppe, Crab Creek, and Cow Creek Corridors, all of which have issues related to the critical areas that are the focus of VSP.

OGWRP Update – Ribellia/ Crose – The agreement with ECBID has been completed and the RFP has been posted. The RFP will close September 30th and the applicants will be ranked by the selection committee. Once the ranking is completed, the ranked applicants will be submitted to the board for selection. NRCS will play a large part in both funding and decision-making for the project. RCPP negotiations are ongoing for the 80.7, 70.2 and once complete the projects will continue to pull additional funding to the Conservation District.

Staffing update – Ribellia – Communication interviews were conducted August 30th. Twelve applications were received, and 3 candidates were selected. The candidates were all capable and it was difficult to decide which was best. The final choice was Jacob Towne, who was working with CBCD as a part-time employee. Starting September 16th, J. Towne will move to full-time and taking on a communication and outreach role. The interviews also yielded possible candidates for future positions.

Job description – Ribellia – Currently the Communications and Outreach Position has been updated. As Positions descriptions are likely that they will remain highly specific to the staff filling those positions and all staff are aware of funding limitations and grant requirements.

New Business:

Meyer Cost Share – Gadberry – Amber Meyer cost share for fencing in FY 22. This is a continuation of the project going forward. The fencing would include additional fencing to improve options for future rotational grazing and require that the areas be treated and untouched for two years following to allow the rotational grazing plan to develop. The Fencing would cost approximately \$5,400.00 in material and labor with CBCD covering \$2,700.00 as a 50% cost share.

Motion by R. Leitz to approve the \$2,700.00 cost share as presented. Seconded by G. Burkholder, motion carries

Gould Cost Share – Gadberry – Jeff Gould is located in Coulee City. He is looking to install fencing and have a pasture planting. Gould has received cost share in the past and would be a likely candidate to complete the program. The planting and fencing would cost \$7,300.00 and would be a 50% cost share for the district. CBCD would be providing \$3,650.00 for the materials and labor on the project.

Motion by G. Burkholder to approve the \$3,650.00 cost share as presented. Seconded by R. Leitz, motion carries

Wheat week Agreement with Franklin Conservation – DeLong – In the past CBCD contracted with Franklin CD to provide 10 Wheat Weeks in Grant, Adams, and Lincoln County. The contract was not renewed due to COVID-19, and staffing shortages. Currently with the recent staff hiring, getting back into schools, and re-establishing the outreach programs would be a significant benefit to the district. The agreement would fund five wheat Weeks as well as one training week within the three-county service area as well as cover mileage.



Motion by R. Leitz to accept the agreement for Wheat Week as presented. Seconded by G. Burkholder, motion carries

Black Sands Irrigation District – Crose – CBCD is looking to assist Black Sands Irrigation District to help develop a monitoring program for the shallow water sources that the irrigation district uses. Currently, the source is bleed-over from other irrigation projects. Monitoring would be similar to the Odessa program and could be funded through something like a WaterSMART grant. CBCD will continue to work with Black Sands Irrigation and update the board as progress is made.

Overhead Standardization – Ribellia/DeLong – Currently overhead is managed differently depending on the grant. Federal grants were adopted at federal indirect (10%) but state grants vary (WSCC grants range as high as 20%, DOE 0-10%, etc.). Having a standardized accepted indirect rate with documentation is becoming increasingly important when applying for grants. Recommendations are currently to maintain state standard indirect rate of 10%. Documentation supported by the CBCD board would also be required.

Motion by R. Leitz to develop a resolution for presentation in October for a standard overhead rate for outside grants. Seconded by G. Burkholder, motion carries

Area Meeting – Ribellia – The 2022 area meeting is occurring in Waterville hosted by South Douglas Conservation District. The cost is \$16.00 per attendance and will occur from 9AM-3PM on October 19th. Applications are due October 12th. Agenda and attendance applications are provided with the board of supervisors' packet.

NACD MOA – DeLong – Currently one CBCD position is supported by the NACD TA position. This MOA is a continuation of the current agreement to fund the TA position with the Big Bend Conservation Team in Ephrata. The current agreement is in place however, the recommendation is to continue only if the

Motion by R. Leitz to accept the MOA with NACD assuming the Ephrata NRCS staffing levels improved. Seconded by G. Burkholder, motion carries

Policy Manual – Ribellia – Complete update moved to later Board Meeting date (To be determined)

Cell Phones – Currently CBCD has three staff cellphones (Executive, Operations, and Cost Share). The need for additional cellphone is arising. Recommendations to have any needed cellphone be added to the district line and the number remain with the district to allow for continuity should an employee leave the district. Cell phone stipends will not be allowed going forward.

Work From Home – A policy for Work from Home needs to be developed and agreed upon by staff and the CBCD board. Currently there is a combination of in-office, hybrid and telework occurring at CBCD. It is likely that there will be a real need to develop an official policy sooner than later.

WSU Dairy Nutrient Plan Agreement – Ribellia – The Washington State University dairy nutrient plan needs an update. Currently Lyle Stoltman is working with Palouse Conservation District on a dairy plan so the agreement would likely be similar. The WSU dairy plan would need to be completed by December 2022. An interlocal agreement would be available for the board to look over at the October 2022 Board meeting. The cost of the agreement

Adjournment- Motion by R. Leitz to adjourn. Seconded by G. Burkholder, motion carries. The meeting adjourned at 9:38 PM.



Chair Approval

Recorder Signature

Date

Date

Summary of Motions:

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