



**Columbia Basin Conservation District
Board of Supervisors
Meeting Minutes
August 12, 2025, 7:00 PM
In-person and Teleconference**

Attendance:

Supervisors - Dave Stadelman (Chair), Richard Leitz, John Preston, Glenn Burkholder

Staff - Kristina Ribellia, Ron Sawyer, Anna Maletzke, Chauna Carlson, Wade Haughton, Dinah Rouleau

Agencies - Ethan McJames (NRCS)

Call to order and introductions: D. Stadelman called the meeting to order at 6:58 PM.

Public Input: - None

Approval of July 8, 2025, Board Meeting Minutes: Correction - None

Motion by G. Burkholder to accept the July 8, 2025, meeting minutes. Seconded by J. Preston, motion carried.

Approval of August 5th, 2025, Special Session Meeting Minutes: Correction - None

Motion by J. Preston to accept the August 5th, 2025, special session meeting minutes. Seconded by G. Burkholder, motion carried.

Approval of July 2025, Monthly Financial Report:

C. Carlson provided the monthly financial report for July 2025. The report included monthly financial details such as funding received, payroll, expenses, and checks written.

Motion by J. Preston to accept the July 2025 monthly financial report. Seconded by G. Burkholder, motion carried.

AGENCY REPORTS

Washington State Conservation Commission - None

NRCS - E. McJames

903 W. 3rd Ave, Moses Lake, WA 98837
columbiabasincd.org



Provided updates on funding opportunities and RCPPs, including AFAs. Shared that significant contributions are being made to current programs. Reported that a new WaterSMART award has been granted to OGWRP, providing \$2 million per year for the next four years.

OLD BUSINESS

Building Update - K. Ribellia

Reported that the boardroom now features a new accent wall and logo. Stairs are being leveled, and bathroom renovations are complete. Exterior illumination has been completed. New vinyl has been installed on the front and back doors. Work continues on the exterior palette sign. A discussion was held on dedicating the building to Marie Lotz.

Staffing Update - K. Ribellia

Reviewed the three departments and their directors: C. Carlson, D. Rouleau, and R. Sawyer. Reported one current opening for a Conservation Planner to support the OGWRP work. Discussed the pay structure: employees receive a review and potential pay increase at six months, followed by annual reviews with opportunities for a merit increase and cost-of-living adjustment. On average, wages increase by approximately \$1 per hour, per year, to keep pace with inflation. Discussed updating the salary schedule and establishing what the cost-of-living increase is tied to.

Federal Audit Update - K. Ribellia

Reported that document uploads for the federal audit have been completed. Six grant agreements were triggered, and all required agreements were submitted. The audit team is currently delayed but will be reviewing the district's materials soon. The State Auditor's Office will be conducting the federal audit.

VOYA - K. Ribellia

No new updates. Waiting on return on investment.

Retirement Plan Update - K. Ribellia

Reported that an agreement has been signed with an attorney to assist in addressing lost earnings and to ensure proper communication with past and current employees during the rectification process. VOYA has provided new agreements to implement the new retirement plans approved



by the Board at the last meeting. Before signing these new documents, CBCD will review the agreements internally and then present them to the Board for approval.

MLWC Update - R. Sawyer

Reported that water quality in Moses Lake remains outstanding despite the recent sewer leak. Algal biomass for blue-green algae is currently only 2.9%. CBCD's monitoring efforts are focused on Connelly Park and the Moses Lake outlet.

OGWRP Update - K Ribellia

No new updates.

Mid-Term Board Appointment Application Period Update – K. Ribellia

Announced that the 29-day application period is open for the board position previously held by R. Leitz, closing on September 4th. R. Leitz has applied to the Washington State Conservation Commission for reappointment. The position appointment will be confirmed by the end of September.

Upcoming Events & Meetings – K. Ribellia

Grant County Fair - Aug. 12-16th

4th Annual State of the Lake - Sept. 17th

Building Dedication Celebration - Sept. 19th

WACD North Central Washington Area Meeting - Oct. 23rd

OTHER OLD BUSINESS

NEW BUSINESS

ILA with Adams CD - FFA Soil Judging Contest – D. Rouleau

Reported on the upcoming soil judging competition in Adams County. Adams County Conservation District will reimburse CBCD for staff time. Requested Board approval for reimbursement of up to 25 hours.



Motion by G. Burkholder to approve the reimbursement from Adams County Conservation District of up to 25 hours. Seconded by J. Preston, motion carried.

Mobile Drip Irrigation Approval – W. Haughton

B. Connors

Requested approval to install two mobile drip irrigation (MDI) systems. The requested approval amount is \$74,284.

Motion by G. Burkholder to approve the cost of this MDI system for B. Connors. Seconded by J. Preston, motion carried.

J. Gross

Requested approval to replace the emitters on three MDI systems. The requested approval amount is \$5,100.

Motion by J. Preston to approve the cost for the replacement of emitters on three MDI systems for J. Gross. Seconded by G. Burkholder, motion carried.

Sustainable Farms & Fields Approval – W. Haughton

S. Castillo

Requested approval to plant native grasses and trees in an associated Ag land area. The requested approval amount is \$1,000.

Motion by J. Preston to approve the cost to plant native grasses and trees for S. Castillo. Seconded by G. Burkholder, motion carried.

D. Nelson

Requested approval for habitat planting, including native grasses and shrubs in the Brooke Lake area. The requested approval amount is \$2,250.

Motion by J. Preston to approve the cost for habitat planting for D. Nelson. Seconded by G. Burkholder, motion carried.



Irrigation Efficiencies Grant Program Addendum – D. Rouleau

Requested approval of the Irrigation Efficiencies Grant Program addendum. CBCD was awarded \$62,100 for technical assistance over the next two years, including \$4,500 for training and \$250 for equipment. Asked for a motion from the Board to submit the addendum and begin charging expenses to the grant.

Motion by G. Burkholder to approve the Irrigation Efficiencies Grant Program Addendum.
Seconded by J. Preston, motion carried.

NRCS Investment Addendum - D. Rouleau

Reported that a total of \$107,700 has been set aside for NRI this biennium. Up to 25% (\$26,750) may be used for staff time, with the remainder allocated for cost-share programs, which will be ranked in September with the board.

Motion by J. Preston to approve the NRCS Investment Addendum. Seconded by G. Burkholder, motion carried.

Other New Business

Shared a video of NRCS Chief Bettencourt touring a canal project in Arizona, with hopes of arranging a visit to the OGWRP this fall or spring. Noted that The Nature Conservancy transferred the 9,000-acre Beezley Hills Preserve to WDFW in Ephrata.

Meeting adjourned at 8:46 p.m.



Chair Approval

Recorder Signature

Date

Date

Summary of Motions:

Motion by G. Burkholder to accept the July 8, 2025, meeting minutes. Seconded by J. Preston, motion carried.

Motion by J. Preston to accept the August 5th, 2025, special session meeting minutes. Seconded by G. Burkholder, motion carried.

Motion by J. Preston to accept the July 2025 monthly financial report. Seconded by G. Burkholder, motion carried.

Motion by G. Burkholder to approve the reimbursement from Adams County Conservation District of up to 25 hours. Seconded by J. Preston, motion carried.

Motion by G. Burkholder to approve the cost of this MDI system for B. Connors. Seconded by J. Preston, motion carried.

Motion by J. Preston to approve the cost for the replacement of emitters on three MDI systems for J. Gross. Seconded by G. Burkholder, motion carried.

Motion by J. Preston to approve the cost to plant native grasses and trees for S. Castillo. Seconded by G. Burkholder, motion carried.

Motion by J. Preston to approve the cost for habitat planting for D. Nelson. Seconded by G. Burkholder, motion carried.



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