



**Columbia Basin Conservation District
Board of Supervisors
Meeting Minutes
March 11, 2025, 7:00 PM
In-person and Teleconference**

Attendance:

Supervisors - Dave Stadelman (Chair), Richard Leitz, Dan Roseburg (via Zoom), John Preston, Glenn Burkholder

Staff - Kristina Ribellia, Anna Maletzke, Chauna Carlson, Griffin Hansen, Wade Haughton, Jason Buck, Harold Crose, Dinah Rouleau, Ron Sawyer

Agencies - Alexander Pavlinovic (NRCS), Chris Clemens (NRCS) Ethan McJames (NRCS)

Public - None

Call to order and introductions: D. Stadelman called the meeting to order at 7:00 PM.

Public Input: - None

Approval of February 11th and 21st, 2025, Board Meeting Minutes: Correction - None

Motion by J. Preston to accept the February 11, 2025 meeting minutes. Seconded by R. Leitz, motion carried.

Motion by R. Leitz to accept the February 21, 2025 meeting minutes. Seconded by G. Burkholder, motion carried.

Approval of February 2025, Monthly Financial Report:

K. Ribellia provided February's monthly financial report. The report included monthly financial details such as funding received, payroll, expenses, and checks written. CBCD is waiting on reimbursement for 39 outstanding invoices that have not been paid for February. The total cost of the outstanding invoices is \$372,532. Mary Goodrich performed reconciliation for February. Goodrich will be continuing to assist CBCD with this moving forward. The \$1.25 million for MDI has been moved from CBCD's checking account to a money market account.



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

AGENCY REPORTS

Washington State Conservation Commission - None

NRCS - A. Pavlinovic

An update was provided on recent staffing changes within the agency. NRCS is currently working on pre-approvals for EQIP. It was noted that all IRA funding is on hold at this time. Additionally, NRCS will be presenting at the 2025 Othello Sandhill Crane Festival and the 2025 Eco-Gardening Symposium. An update was provided on the local working group meeting by K. Ribellia.

OLD BUSINESS

VOYA Update - K. Ribellia

VOYA is investigating the last five years of employee retirement contributions and looking for any issues that need to be addressed for each staff member. Internal audits are also being completed by CBCD. CBCD will provide a recommendation for a 3rd party administrator at the next board meeting to check VOYA and CBCD's retirement contribution audits.

Building Update - K. Ribellia

The back office has been completed, and the floor has been leveled with the help of a contractor. By the end of the week, the concrete is expected to be dry and ready for the installation of carpet squares. A work party is scheduled for Friday to complete the final touches. CBCD is currently seeking quotes to finish the exterior of the building and aims to have the project completed by this fall in celebration of 80 years of conservation.

Elections Update - K. Ribellia

CBCD's board elections closed on March 10, 2025, at 4:30 pm. All ballots have been received and will be counted by an independent third party. It was reported that some ballots did not have

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a ballot envelope enclosed. The deadline to apply for the appointed board position closes on March 31, 2025. All applications must be submitted to the Washington State Conservation Commission no later than March 31, 2025.

OGWRP Update - K Ribellia, H. Crose

CBCD is not immediately affected at the federal level in the short term. Construction on 86.4 is progressing, and ECBID is planning a celebration for the delivery of water to the OGWRP on May 5th. CBCD is collaborating with ECBID to coordinate this event, which will be attended by Royleene Comes At Night, NRCS-Washington's state conservationist, and Astor Boozer, NRCS regional conservationist.

G. Hansen shared photo updates on OGWRP progress. Work on 80.6 and 84.7 is awaiting supplemental agreements on technical assistance but is expected to move forward. Efforts are also ongoing at the national level, with PL566 anticipated to resume soon. Audrey Rhodes, CBCD's RCPP Program Manager recently traveled to Washington, D.C., with CBDL to advocate for the project and the new Farm Bill. Meetings with NRCS leadership and congressional representatives were reported to have gone well.

Moses Lake Watershed Council Update - R. Sawyer

Funding for Westshore Drive Septic Project - R. Sawyer

The Westshore Drive septic to sewer conversion project is ready to begin, with Western Pacific Engineering serving as the engineering firm assisting with the project. Approval was requested from the board to sign the Sewer Lateral Installation Contract to move forward with the project.

Motion by D. Roseburg to approve the Sewer Lateral Installation Contract. Seconded by R. Leitz, motion carried.

Other Old Business - VOYA Audit Inquiry

D. Roseberg asked about the estimated cost of the VOYA audits. It is estimated that the market is in the district's favor at this time however there is no estimated cost at this time.

NEW BUSINESS

Cost Share Certification – W. Haughton

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Todd Vejraska (NRI Certification)

This cost share is for an irrigation pipeline replacement. The landowner has already installed 1,360 ft of 10" PVC pipe. CBCD will be cost sharing 42% of the project which will total \$8,900.

Motion by R. Leitz to approve the project certification for the pipeline replacement for T. Vejraska. Seconded by G. Burkholder, motion carried.

Other New Business - Presented by D. Rouleau

CBCD staff member, A. Rhodes is interested in participating in the AG Forestry leadership program. The total tuition cost for the program is \$50,500, with staff time commitment exceeding 58 days. CBCD would need to contribute \$10,000 toward the program cost. This opportunity was brought to the board for discussion.

Applications are due by the end of March, with acceptance notifications expected by mid-summer. Classes are set to begin in the fall. Audrey is currently managing the four RCPPs for OGWRP and is interested in pursuing further leadership opportunities. While the NACD grant covers staff time, it does not fund tuition. A proposal was made to write a letter of recommendation in support of Audrey's application.

J. Preston made a motion to write a letter of recommendation for A. Rhodes the CBCD employee to apply for the AG Forestry program. Seconded by G. Burkholder, motion carried.

EXECUTIVE SESSION

CBCD's Executive Session began at 8:42 pm and ended at 9:10 pm.

D. Roseburg made a motion to increase CBCD's Executive Directors' salary \$28,000. Seconded by J. Preston, motion carried.

Meeting adjourned at 9:19 PM.



Chair Approval

Recorder Signature

Date

Date

Summary of Motions:

Motion by J. Preston to accept the February 11, 2025 meeting minutes. Seconded by R. Leitz, motion carried.

Motion by R. Leitz to accept the February 21, 2025 meeting minutes. Seconded by G. Burkholder, motion carried.

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

Motion by D. Roseburg to approve the Sewer Lateral Installation Contract. Seconded by R. Leitz, motion carried.

Motion by R. Leitz to approve the project certification for the pipeline replacement for T. Vejraska. Seconded by G. Burkholder, motion carried.



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