



## Columbia Basin Conservation District

### Meeting Minutes

May 16<sup>th</sup> 2023 – 7:00 PM

### In Person and Teleconference

#### **Attendance:**

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

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

**Agencies** – None

**Call to Order and Introductions:** D. Stadelman called the meeting to order at 7:00 PM.

**Public Input:** No public input.

**Approval of April 11<sup>th</sup> 2023, Monthly Board Meeting Minutes:** Correction – None

*Motion by J. Preston to accept the April 11th, 2023, as presented, seconded by R. Leitz, motion carries.*

#### **Approval of May 16<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. Additional information on the building funds and Lauzier grant were included.

*Motion by G. Burkholder to accept the May 16<sup>th</sup>, 2023, Financial report as presented, seconded by J. Preston, motion carries. Grant County checks #11306-11361 totaling \$146,767.50. Payroll checks #11311-11319 totaling \$17,446.46 and #11332-11343 totaling \$24,570.84 included in the above amount.*

#### **Agency Reports:**

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

**NRCS** – None

**Old Business:**

**Staffing Update- Ribellia** – None

**Building Update – Ribellia** – The 903 3<sup>rd</sup> Ave floor schematic has been developed but is still in the earliest form. Currently the plan has relatively minor alternations and should be relatively easy to complete. The current DES estimate is still December -January 24. The biggest change would be the annual insurance. Currently CBCD pays \$14,443 annually to Enduris of Washington for insurance. The total with the value of the 903 W. #rd Ave property would increase that by approximately \$3,500. The estimated total would be \$17,500 annually for buildings, equipment and vehicles for 2024.



**Moses Lake Watershed Council (MLWC) – Crose** – Federal appropriations have been approved however, the decision on when funding will be available for the proposed CBCD lake treatment remains undefined. Applications of the project will dictate the timeline on NRCS knows how to get the project funds to the district. May 20<sup>th</sup> the MLWC and CBCD will be supporting the Moses Lake Carp Classic tournament. The goal for the tournament would be more than 30 boats and more fish than previous years. The tournament will provide a memorial prize in honor of Marie Lotz and Chris Overland, due to their influence on the watershed council and the early carp tournaments.

**VSP Update – Crose** –The VSP program is coming to conclusion for the biennium. The State Technical Committee for VSP is meeting to discuss the Monitoring plan in the coming weeks and CBCD will make sure to work with the county to make sure that VSP plans, and monitoring are compatible with the most up to date county codes. Continued focus on the shrub steppe has been incorporated into the plans for VSP Program in the next biennium.

**OGWRP Update – Ribellia/ Crose** – The state budget has been favorable to the conservation district. CBCD received a direct fund through DOE-Office of the Columbia River. The funds will support the PL-566 project and continue to remove the temporary wells in the Odessa on Irrigation water from the irrigation district. Currently the PL-566 project is likely to open in June or July of this year and allow for additional application to continue Odessa work. CBCD and NRCS are in negotiations of a TA component for on Farm work and should have everything squared away by end of Fiscal year in June.

**New Business:**

**New Hire – Ribellia** – Kaley Wisher has worked with CBCD through the Pheasants Forever position with NRCS for several month. Currently the position she is in has become untenable and she has expressed interest in remaining in the Basin. Kaley was brought on today, May 16<sup>th</sup> to assist CBCD on the OGWRP for both VSP and Habitat for on farm planning.

*Motion by J. Preston to approve the hire of K. Wisher as a Conservation Biologist, seconded by R. Leitz, motion carries.*

**2023 Annual Plan – Ribellia** – The 2023 Annual plan has been undated by CBCD staff to reflect the work planned in the next year. Goals, Expectations and workloads have been outlined under the assumption that everything will come to fruition. The document is likely to evolve going forward but has been an important guiding document of CBCD over the last several years.

*Motion by G. Burkholder to approve the Annual plan as presented, seconded by J. Preston, motion carries.*

**Schedule 22 – DeLong** – The annual report requires approval of the Schedule 22 for CBCD in order to complete the process. CBCD schedule 22 was completed with the assistance of J. Preston on Wednesday May 10<sup>th</sup>, 2023. The Schedule 22 has been updated to reflect changes in 2022 calendar year including new changes in position and account changes. The review would need approval by the CBCD board to be used in the required State Auditors report for 2022.

*Motion by R. Leitz to approve the CBCD Schedule 22 as presented, seconded by G. Burkholder, motion carries.*

**Signatory Authority – Ribellia** – Due to a number of reasons and practicalities, having a second authorized signatory would be beneficial. It has been an issue in the past and the presents of a secondary signor would prevent possible delays and maintain a smooth operation. E. DeLong would only sign in the event K. Ribellia



was unavailable and communication between the two would be maintained through the process. The signatory authority would need to be granted by the CBCD to be official.

*Motion by R. Leitz to approve signatory authority for E. DeLong, seconded by J. Preston, motion carries.*

**NRCS Chief Visit – Ribellia** – The NRCS Chief Cosby will be touring the OGWRP in early June 2023. The official dates are sometime between June 5<sup>th</sup> – June 23<sup>rd</sup>. Once official dates are determined more information will be provided. The CBCD board is welcome to attend and plans include a tour and food during the OGWRP tour. More details will be available soon.

**RCPP Cultural Resources Contract – Moved to June 2023**

**PI-566 Groundwater Contract – Moved to June 2023**

**NO-Till Cost Share Certification – Gadberry** –CBCD NO-Till was purchased through SFF and has been used several times. Due to issues CBCD has pulled the No-till and contracted Central Machine to clarify issues. The no-till is actually a Compact seeder not a no-till however, the equipment can still be of use once repairs and replacement parts arrive. Currently the equipment is too light and was assembled somewhat less efficiently than previously though. The seeder would still be beneficial for small use but contracting would need to be updated and adapted the process. Similarly, CBCD would like to implement procedures to include extended training, vetting of possible users and a more formal rental process to prevent issues and better train CBCD staff.

*Motion by R. Leitz to accept the NO-Till Contracting and update as presented, seconded by J. Preston, motion carries.*

**Handley Cost Share Certification – Gadberry** – Handley has purchased and installed the Kpod Irrigation system to replace the flood system previously used. The system was approved by Koos Irrigation staff engineer and meets the requirement of the contract. The cost exceeded the required \$36,000 dollars previously though however, approval was for no more than \$18,000 in cost share and CBCD would certify provide a total of \$18,000.00 for the overall Project.

*Motion by G. Burkholder to Certify the Handley Cost Share as presented, seconded by R. Leitz, motion carries.*

**Sitton Cost Share Certification – Gadberry** – W. Sitton was approved by the CBCD and the Adams County VSP working group for a precision Sprayer for dryland application. The original sprayer was found locally and did not require shipping. As such the original amount approved was above the total cost of the equipment at \$46,000.00. The sprayer matches what was approved and CBCD would be providing \$23,000.00 for the 50% cost share.

*Motion by G. Burkholder to Certify the Sitton Cost Share as presented, seconded by R. Leitz, motion carries.*

**Cedargreen Share Certification – Gadberry** – Cedargreen is a 22-NRI reallocation approved \$72,540.00 for irrigation liner on an orchard pond. The project is completed and Engineer certified by Simpli Civic LLC. The project was slightly under budget at \$68,636.00. The board approved an original amount of \$36,270 at 50%. The conservation district will still cover 50% however, the total cost to CBCD is now \$34,318.00 for the project.

*Motion by G. Burkholder to Certify the Cedargreen Cost Share as presented, seconded by R. Leitz, motion carries.*



**Friehe Share Certification – Gadberry** – P. Friehe completed a Rill to Pivot Conversion as part of Fritz Farm, Independent of other Friehe Farm entities. The project was engineer certified as acceptable by Simpli Civic LLC and costs far exceeded the \$85,000. Required for the 50% cost share threshold previously approved. The total project was more that \$200,000. Currently CBCD will be providing an roughly 20% cost share for the project providing \$42,500 for the project.

Motion by G. Burkholder to Certify the Friehe Cost Share as presented, seconded by J. Preston, motion carries.

**Cost Share Ranking – Gadberry** – CBCD cost shares likely need to have a more formal ranking system going forward. Currently the policy is first come-first served which often leads to the same people getting repeated cost share. Points would be awarded for new producers, conservation practices, water quality etc. to “score” additional points to move the project up. No negative points would be awarded during the assessment process. A points-based system would allow individuals who may have smaller projects or newer projects to get funded. Since currently SFF and VSP are ranked by the state the proposed ranking system would apply to NRI and IMP or other CBCD grants. The cost shares would be reranked annual to allow for more individuals to received cost share. Additionally, the ranking system would provide additional contract points to iron out issues that have caused issues in the recent past. The document is likely to change by the next fiscal year as it develops.

Motion by G. Burkholder adopt the proposed cost share ranking system, seconded by R. Leitz, motion carries.

**Employee Retirements – Ribellia** – Currently CBCD provides a Social Security alternative with a 403 Roth Plan. This plan uses a 12.4% monthly input to the investment plan split equally between employee and company. This is not a retirement match only bare minimum. CBCD may need to considerer additional compensation as a retirement incentive. The CBCD staff would like to have this discussed in more detail once research on other options and entities do as part of their retirement packages. This maybe a continuing discussion in the coming months.

**Adjournment-** Motion by R. Leitz to adjourn. Seconded by J. Preston, motion carries. The meeting adjourned at 9:25 PM.



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Chair Approval

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Recorder Signature

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Date

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Date

**Summary of Motions:**

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Motion by G. Burkholder to approve the Annual plan as presented, seconded by J. Preston, motion carries.

Motion by R. Leitz to approve the CBCD Schedule 22 as presented, seconded by G. Burkholder, motion carries.

Motion by R. Leitz to approve signatory authority for E. DeLong, seconded by J. Preston, motion carries.

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Motion by G. Burkholder to Certify the Sitton Cost Share as presented, seconded by R. Leitz, motion carries.

Motion by G. Burkholder to Certify the Cedargreen Cost Share as presented, seconded by R. Leitz, motion carries.

Motion by G. Burkholder to Certify the Friehe Cost Share as presented, seconded by J. Preston, motion carries.

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