



Minutes

Meeting of the KID Board of Directors
 Carl W. Petersen Board Room
 Tuesday, September 5, 2017, 9:00 a.m.

President Huffman called the meeting to order at 9:00 a.m. and Mr. Freeman called roll.

Directors Present:

Gene Huffman, President
 Dean Dennis, Vice President
 David McKenzie
 Kirk Rathbun
 Jim Holmes

Staff Present:

Chuck Freeman, District Manager
 Jason McShane, Engineering/Operations Manager
 Lynda Rosenbaum, Real Property Manager
 Kipp Drummond, District Treasurer
 Seth Defoe, Land & Water Resources Manager
 Lori Gibson, Executive Assistant
 Jonathan Haller, GIS Analyst/Developer
 Doris Rakowski, Executive Assistant

Other Persons Present:

Brian Iller, KID Legal Counsel
 Chad Stuart, USBR Yakima Field Office Manager
 Boris Belchoff, USBR Assistant Field Area Manager

APPROVAL OF AGENDA: Vice President Dennis moved to approve the agenda. Director McKenzie seconded the motion. All present voted in favor. The motion carried.

CONSENT AGENDA: Director Rathbun moved to approve the consent agenda. Director McKenzie seconded the motion. All present voted in favor. The motion carried.

On the consent agenda were:

1. Minutes, KID Board Meeting, August 15, 2017
2. Travel Requests - National Water Resources Association Annual Conference
3. Final Plat - Apple Valley, Phase I
4. Vouchers/Warrant Approval

Accounts Payable

Numbers:

	75298	through	75298		\$ 479,898.22
	75299	through	75351		\$ 186,276.74
	75352	through	75361		\$ 2,822.53
	75362	through	75425		\$ 250,753.36
	75426	through	75426		\$ 706.55
	75427	through	75430		\$ 172,878.17
Bank Drafts	FSA				\$ -
Bank Drafts	General				\$ 1,757.17
Bank Drafts	AP				\$ 80,468.04
Total Accounts Payable					\$ 1,175,560.78

Payroll

Numbers:

	33603	through	33605		\$ 2,309.88
	33606	through	33606		\$ 7,057.42
Direct Deposit			2017-08-21		\$ 105,353.27
Total Payroll					\$ 114,720.57
Total Disbursements					\$ 1,290,281.35

Voided Checks: Check #33601 – Lost/Misplaced (stop payment issued)
 Check #75222 – Voided vendor payment – invoiced and corrected

PUBLIC COMMENTS: None

PRESENTATIONS:

Chad Stuart, U. S. Bureau of Reclamation Yakima Field Office Manager: Mr. Stuart introduced Boris Belchoff, the new Assistant Field Area Manager overseeing power facilities.

Mr. Stuart provided updates regarding:

- Impact of wildfires on USBR facilities and activities
- Personnel issues
- Hiring Fish Biologist and C&I Mechanics
- Mark Briggs, new Fish Screen Advisor
- Fish passage facility construction at Cle Elum and potential need to release 30,000 acre feet sometime in the next three years
- Transient analysis for electrification reviewed. Meeting with KID planned for next week.
- Title transfer. Memorandum of Understanding (MOU) under review in Boise. Scope of work and division of responsibilities included in MOU.

In response to a question from Director Rathbun, Mr. Stuart spoke further about efforts to avoid need to release water during construction at Cle Elum.

Mr. Stuart confirmed to Mr. Freeman that no major maintenance was scheduled for this winter.

Mr. Stuart offered to provide a tour of Cle Elum and basin projects, if desired.

Mr. Belchoff spoke about his background with the USBR and provided updates regarding:

- Tom Glover to retire after replacement hired
- Remote control for head gate to be fully operational in a few days
- Automation of the pumps to be tested in the spring

Mr. Stuart spoke about automation at Chandler Power station, in response to Director McKenzie's question.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS: None

RESOLUTIONS:

Resolution 2017-30, Sole Source Purchase – Rubicon Solardrive Board: Mr. McShane reported that a Highlift West Canal Solardrive Board was damaged by an electrical strike. He said it was proprietary and only available from Rubicon Water. He said a list of commonly replaced parts was being compiled to purchase and keep on hand. He said the cost of this Solardrive Board was \$809.00 plus applicable tax and shipping.

Mr. McShane confirmed to President Huffman that there was a lightning arrester, but the strike damaged the Solardrive.

Director McKenzie moved to approve Resolution 2017-30 Authorization to Waive Competitive Bidding and Award a Sole-Source Contract to Purchase a Rubicon Solardrive Board; pursuant to RCW 87.03.435(3)(c). Director Rathbun seconded the motion. All present voted in favor. The motion carried.

Resolution 2017-31, Approving the Sale of Stoneridge, Lot 10 - Heart Lake, LLC: Ms. Rosenbaum reported that the sale of approximately 1.0 acre to Stewart Lake, LLC was authorized March 21, 2017, but during the due diligence period, Stewart Lake determined they needed an additional 5,775 square feet, and the price was adjusted at the square foot price for an additional \$78,023. She said Heart Lake, LLC, was assigned as Purchaser prior to the August 10, 2017 closing.

The location of the additional property was briefly discussed.

Director Rathbun moved to approve Resolution 2017-31 approving the sale of KID #7105 Stoneridge, Block 1, Lot 10, to Heart Lake, LLC, as assigned, for a total purchase price of \$659,138.00. Director McKenzie seconded the motion. All present voted in favor. The motion carried.

Resolution 2017-32, Declaring Finley Agricultural Real Property Surplus and Authorizing Marketing for Sale or Lease: Ms. Rosenbaum said that, while some of KID's 315 acres of property in Finley had been declared surplus previously, and because long term leasing was a new direction for the District, the proposed resolution would declare all of the Finley parcels surplus and authorize sale or leasing.

At Mr. Freeman's request, Ms. Rosenbaum spoke about two small parcels which were more likely to be sold than leased. She noted that pursuant to RCW 87.03.136, any sale would be by negotiation and lease by auction, as would be set forth in the required notices. She said leases would be modeled after Department of Natural Resources (DNR) leases.

Ms. Rosenbaum spoke briefly about the agreement with Finley School District that the parcels adjacent to the Finley School would be available for lease for organic farming only.

Mr. Freeman confirmed to President Huffman that lease terms were being drafted and said that Scott Musser would attend the next Board meeting.

Ms. Rosenbaum noted that a soil survey had been done for this property.

Vice President Dennis moved to approve Resolution 2017-32 and authorize Charles Freeman, District Manager to commence activities relating to an auction and leasing of the Finley property. Director Rathbun seconded the motion. All present voted in favor. The motion carried.

Resolution 2017-33, Sole Source Purchase NOAQ Boxwall: Mr. McShane reported that KID purchased an emergency response trailer after the Bridal Drive overtopping. He said staff researched and recommended NOAQ Boxwall as a method to quickly and efficiently divert flood waters. He played a video demonstration of the product.

Mr. McShane noted that the product was much lighter than sand bags. He said staff found no other lightweight interlocking walls for water diversion.

Mr. McShane spoke about KID applications for this product. Because NOAQ Boxwall was a unique product, he recommended a sole source purchase of 200 feet of Boxwall for \$11,924.50 plus applicable tax.

In response to a question from Director Rathbun, Mr. McShane spoke about limitations for application on slopes. He said they would be used for deflecting, not stopping, flood water.

Mr. McShane verified to Director McKenzie that the price was per unit with no quantity discount.

President Huffman said one house saved from damage would justify the purchase. Discussion ensued about the Bridal Drive flood, where culverts filled in by landowners were a factor.

Securing the materials on the trailer and emergency response readiness were discussed.

Mr. McShane confirmed to Director McKenzie that he would share information about this product with Cary Roe of City of Kennewick at the quarterly meeting this Wednesday.

Director Rathbun moved to approve Resolution 2017-33 Authorization to Waive Competitive Bidding and Award a Sole-Source Contract to Purchase NOAQ Boxwall; pursuant to RCW 87.03.435(3)(c). Director McKenzie seconded the motion. All present voted in favor. The motion carried.

At 9:56 a.m., President Huffman called a five minute break.

At 10:02 a.m. the meeting resumed in open session.

Resolution 2017-34, Authorized Positions and Salary Range: Mr. Freeman spoke about need for the proposed temporary positions, to complete work on the KID campus including relocation of the storage shed lean-to, and framing and insulating the bull-pen, for which about \$120,000 of the budget was left available. Additionally, there were capital projects for which these positions were needed.

Mr. Freeman went over the number of each position to be filled and the percentages to be funded from the Capital Upgrade and Improvement Fund or the Non-Irrigation Infrastructure Fund. The proposed positions were Temporary Carpenter, Temporary Systems Electrician, Temporary Welder/Fabricator and Temporary Landscaper/Street Restoration Worker. He spoke about timing of hiring and deploying these teams for various projects.

Mr. Drummond confirmed that the positions were not PERS or medical insurance eligible.

Mr. Freeman said slowing the work schedule and contracting out work was a viable alternative.

Mr. McShane spoke about projects that arose outside of the District's control and needed to be addressed quickly. He said contractor pricing was currently very high. He spoke about supervisory capacity.

Availability of qualified people was discussed. Mr. Freeman noted that contracted workers had to be paid prevailing wage for capital work, but that was not the case for KID employees.

Mr. McShane confirmed to Vice President Dennis that the temporary employees would pay union dues and that management had discussed the proposed positions with the union.

It was noted that temporary positions offered opportunity to observe employees for consideration for future regular positions.

In answer to Director McKenzie, Mr. McShane said need for additional tools was not anticipated, but heavy equipment needs for the 2017-2018 season were being considered.

Best locations for welding, mechanic, fabrication and pump shop activities were discussed.

In response to a question from President Huffman, Mr. McShane said most of the temporary employees would start working on campus, and landscapers would be put with existing teams. He confirmed that newly ordered vehicles would arrive soon.

Director Rathbun and Vice President Dennis requested a tour of planned winter work.

Vice President Dennis moved to approve Resolution 2017-34, 2017 Authorized Positions and Salary Range Revisions. Director Rathbun seconded the motion. All present voted in favor. The motion carried.

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding:

- Payroll processes
- 2018 draft budget development. Increases were expected for fuel, electricity, healthcare insurance and payroll. The draft budget would go to the Finance Committee next week.
- Healthcare Insurance Advisor Request for Qualifications (RFQ) to close Friday

Mr. Drummond confirmed that management was looking for budget cuts to balance increases.

Engineering/Operations Manager: Mr. McShane reported regarding:

- Transient analysis review
- Amon Reservoir Grant. A negotiated change of scope and time extension would be requested based on information learned in New Zealand.
- Maintenance and terrestrial weed control
- Division IV Canal testing including testing Rubicon gates
- Adair Drive Project completion expected around September 20th
- Jamesville Project to be next, followed by the 45th Avenue Project west of Olympia
- Planned concrete work volume this winter would require two crews

Vice President Dennis reported that he was visited by Mr. Lindeman regarding snails at PSA 99. Mr. McShane said snails were usually in pipelines and leaches were being reported on screens. He speculated that the change to fish-friendly weed control may be leading to the increased populations. He recommended systems be flushed to deal with snails. Mr. Freeman said an e-blast would be sent to PSA 99.

Mr. McShane said challenges at Gage Road were being worked through.

Director Holmes confirmed to Mr. McShane that bi-weekly flushing at Red Mountain was working well in his experience and that he had no feedback from others. Mr. McShane said he was waiting for an update on yesterday's booster pump outage and an e-blast would be sent today.

Land & Water Resources Manager: Mr. Defoe displayed the usbr.gov reservoir diagram and comparative graph and spoke about storage levels. He displayed the noaa.gov precipitation and temperature graphs and maps, and spoke about weather. He noted that more growth from wet winter followed by dry summer created conditions conducive to wildfires.

Mr. Defoe also reported regarding:

- Updates to cities' comprehensive plans and critical areas ordinances. The cities of Kennewick and West Richland adopted KID's desired language. The City of Richland Planning Commission recommended language that was a good compromise by a unanimous vote. Discussion ensued. Mr. Defoe said KID offered a possible MOU between KID, City of Richland and the Washington Department of Fish and Wildlife.
- The Benton County Voluntary Stewardship Program plan was reviewed by Conservation Commission and the plan would be strengthened and resubmitted. Drains and wasteways were not removed from maps.

District Manager: Mr. Freeman said upcoming meetings included:

- September 14th evening - Highland Gardens Informational meeting about how to convert from PLA (private line area) to PSA (pressurized service area)
- September 15th - Tristate meeting in Boise
- September 14th - Lower River Subcommittee in Sunnyside
- September 12th - Presentation to Port of Kennewick
- September 19th - Port of Kennewick Executive Director presentation to KID Board
- Yakima Basin Joint Board tour at Wapato Irrigation. No official date yet. Important to KID because return flows feed our District.

Mr. Freeman spoke briefly about funding budget increases without using Realty Reserves.

WORKSHOP: None

EXECUTIVE SESSION: Executive session was cancelled.

Vice President Dennis moved to adjourn the meeting at 11:03 a.m. Director Rathbun seconded the motion. All present voted in favor and the motion carried.

Attest:

Witness:


Gene Huffman, Board President
Approved September 19, 2017


Chuck Freeman, District Manager

Prepared by Doris Rakowski