



Board of Directors Meeting
 Tuesday, September 3, 2019, 9:00 a.m.
 Carl W. Petersen Board Room
 2015 S. Ely St., Kennewick, WA 99337

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

Directors Present:

Dean Dennis, President
 Gene Huffman, Vice President
 Kirk Rathbun
 Raman Venkata
 David McKenzie, via telephone

Staff Present:

Charles Freeman, District Manager
 Kipp Drummond, Comptroller/Treasurer
 Jason McShane, Engineering/Operations Manager
 Melissa Olheiser, Accountant
 Lori Gibson, Executive Assistant
 Shelbea Voelker, Public Relations Coordinator
 Doris Rakowski, Executive Assistant

Other Persons Present:

John Crotty, Legal Counsel

APPROVAL OF AGENDA: Mr. Freeman asked to add consideration of Resolution 2019-29, which could allow the option to reimburse a planned property acquisition through bonding, to the agenda.

Director Rathbun moved to add Resolution 2019-29 to the agenda. Vice President Huffman seconded the motion. The motion carried unanimously.

CONSENT AGENDA: Vice President Huffman moved to approve the consent agenda. Director Venkata seconded the motion. The motion carried unanimously.

Items approved on the consent agenda were:

1. Minutes, KID Board Meeting, August 20, 2019
2. Vouchers/Warrant Approval

Accounts Payable:

Numbers:

79294	through	79361	\$	147,492.31
79362	through	79362	\$	142.50
79363	through	79363	\$	2,170.36
79364	through	79364	\$	7,507.22
79365	through	79369	\$	89,777.94
79370	through	79396	\$	34,251.92
Bank Drafts	FSA		\$	-
Bank Drafts	General		\$	-
Bank Drafts	AP		\$	85,178.52
Total Accounts Payable			\$	366,520.77

Payroll:

Numbers:

34153	through	34153	\$	798.63
Direct Deposit	8/20/2019		\$	122,543.97
Total Payroll			\$	123,342.60
Total Disbursements			\$	489,863.37

Voided Checks: Check # 79286

PUBLIC COMMENTS: None

PRESENTATIONS: None

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Call Special Meeting: President Dennis called a special meeting for a workshop to discuss projects, policy, and finances for the near and long term on October 3rd at LU LU's conference room. He said staff would prepare a draft agenda for his review prior to sending out the notice.

Director Rathbun said he would need to call in to the meeting.

Vice President Huffman moved to hold a special meeting of the Board of Directors, to begin at 11:00 a.m. on Thursday, October 3, 2019 in the LU LU's conference room. Director Rathbun seconded the motion. The motion carried unanimously.

Policy 7.1, Electronic Technology Use, Rev. 1: Mr. Freeman reported that, in the course of updating the Electronic Technology Use procedure to require employees to password protect their KID-issued cell phones, it was found that the policy needed an RCW citation updated. He spoke about the importance of password-protecting devices.

Director Rathbun moved to approve Policy 7.1, Electronic Technology Use, Revision 1. Director Venkata seconded the motion. The motion carried unanimously.

RESOLUTIONS:

Resolution 2019-29, Intent to Reimburse Capital Expenditure: Mr. Freeman presented the resolution to allow the Board, at a later time, to choose at a later time to reimburse cost of a land purchase by bond issue. He reported that the district would close on the two parcels, identified in the resolution, on October 1, 2019. The maximum amount that could be reimbursed at a later date would be \$3.5 million.

Discussion ensued regarding the need to pass this resolution before, or up to 60-days after, the purchase. Mr. Freeman noted that this action had been done for the Red Mountain project, the KID office building, and Bob Olson projects, as well.

Vice President Huffman moved to approve Resolution 2019-29. Director Rathbun seconded the motion. The motion carried unanimously.

Timing for reimbursement resolutions was further discussed.

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding 2020 budgeting. He also reported regarding the new Payroll Accounting Technician.

Land & Water Resources Manager: None

Engineering/Operations Manager: Mr. McShane reported regarding:

- Coanda screens installed and being tested

- Vegetation control and weather
- Highland Gardens project
- Amon Pump Station nearing completion

Mr. McShane reported that Director Venkata helped arrange a meeting with Department of Ecology senior staff, and KID would present information regarding Chandler electrification and other KID projects at the planned meeting.

District Manager: Mr. Freeman reported regarding:

- Flip-flop (annual manipulation of reservoir flows) drafting the reservoirs had begun
- Proposals from four companies were expected in response to the video production request for proposal
- River Fest
- Staff preparation for the Board Retreat
- U. S. Bureau of Reclamation phone call today regarding Chandler Electrification

Mr. Freeman reported on progress of the Irrigation District Elections Work Group. Discussion ensued regarding how KID could best contribute to the process, and production by WSWRA (Washington State Water Resources Association) of a best practices manual.

WORKSHOP: None

Executive Session: At 9:39 a.m., on behalf of the presiding officer, Mr. Freeman announced that the Board would go into executive session, to discuss with legal counsel representing the agency litigation, pursuant to RCW 42.30.110(1)(i), and to discuss with legal counsel representing the agency potential litigation, in the form of litigation or legal risks of a proposed action or current practice, pursuant to RCW 42.30.110(1)(i)(iii), for approximately 20 minutes, starting in five minutes, and returning to open session at 10:05 a.m.

At 10:05 a.m., executive session was extended for five minutes.

At 10:10 a.m., executive session was extended for ten minutes.

OPEN SESSION: At 10:20 a.m., the meeting returned to open session.

There being no further business, President Dennis called for a motion to adjourn.

Vice President Huffman moved to adjourn. Director Rathbun seconded the motion. The motion carried unanimously.

Attest:

Witness:



 Dean Dennis, President
 Minutes Approved September 17, 2019

 Charles Freeman, Board Secretary

Prepared by Doris Rakowski