



Board of Directors Meeting
 Tuesday, September 17, 2019, 9:00 a.m.
 Carl W. Petersen Board Room
 2015 S. Ely St., Kennewick, WA 99337

Vice President Huffman called the meeting to order at 9:00 a.m. He reported that President Dennis and Mr. Freeman were at another meeting, and would join the Board meeting later.

Mr. McShane called roll.

Directors Present:

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

Staff Present:

Charles Freeman, District Manager
 Jason McShane, Engineering/Operations Manager
 Seth Defoe, Land and Water Resources Manager
 Kipp Drummond, Comptroller/Treasurer
 Lori Gibson, Executive Assistant
 Shelbea Voelker, Public Relations Coordinator
 Doris Rakowski, Executive Assistant

Other Persons Present:

John Crotty, Legal Counsel

APPROVAL OF AGENDA: At the request of Mr. McShane, Vice President Huffman added Amended Clearwater Creek Assessment Resolution 2019-16 to the agenda.

Director Rathbun moved to approve the amended agenda. Director McKenzie seconded the motion. All present voted in favor and the motion carried.

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

Items approved on the consent agenda were:

1. Minutes, KID Board Meeting, September 3, 2019
2. Short Plat 19-11 - Benitez-Solano - Wet
3. Final Plat - Southridge Estates Ph. 3 - Wet
4. Easement Vacation - Clearwater Creek
5. Easement Vacation and New Easement Request - Greg Paul
6. Travel Authorization - National Water Resources Association Annual Conference
7. Travel Authorization - U. S. Bureau of Reclamation Meeting
8. Travel Authorization - Washington D.C.
9. Vouchers/Warrant Approval

Accounts Payable:

Numbers:

	79397	through	79397	\$	1,180.48
	79398	through	79398	\$	142.50
	79399	through	79456	\$	332,090.28
Bank Drafts	FSA			\$	963.04
Bank Drafts	General			\$	1,853.99
Bank Drafts	AP			\$	88,173.47
Total Accounts Payable				\$	424,403.76

Payroll:

Numbers:

	34154	through	34154	\$	595.94	
Direct Deposit			9/5/2019	\$	120,817.07	
Total Payroll						<u>\$ 121,413.01</u>

Total Disbursements						<u>\$ 545,816.77</u>
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Voided Checks: None.

PUBLIC COMMENTS: None

PRESENTATIONS: None

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS: None

Director Venkata joined the meeting.

RESOLUTIONS:

Resolution 2019-30, Sole Source - SePRO Integrated Weed Control Program: Mr. McShane spoke about the district's successful use of SePRO pre-emergent products and said staff planned to continue following the program. He said the 2020 total program cost was \$143,061.40, plus tax and shipping. He noted that SePRO guaranteed the results and provided technical assistance in aquatic application planning and implementation.

Application of the product and repeated usage of the products were discussed. Mr. McShane said the program rotated through different products advised by the company.

Director Rathbun moved to approve Resolution 2019-30 Authorization to Waive Competitive Bidding and Award a Sole Source Contract to Purchase SePRO Aquatic Vegetation Program; Pursuant to RCW 87-033-435(3)(c), and authorize Charles Freeman to execute the Integrated Aquatic Weed Control Agreement. Director McKenzie seconded the motion. All present voted in favor and the motion carried.

Resolution 2019-31, Amended Assessments for Union West Development: Mr. McShane said the action pertained to the neighborhood in which he and Director Rathbun resided. He offered to describe the proposed action, which was subsequent to previous board action.

Mr. McShane said the resolution would memorialize the increased assessments to pressurized rates for beginning in the 2019 calendar year, and \$256 per parcel for system improvements related to conversion of the private line area. Extending the 2019 due date by 30 days was discussed by Mr. McShane and Mr. Drummond.

Mr. McShane said, if the \$256 were not paid in full by October 31, 2019, an annual surcharge would be added to the KID billing, with equal one-half installments due on April 30 and October 31 of each year until paid.

Director Rathbun offered to recuse himself. Director Rathbun and Mr. McShane left the room.

Mr. Drummond confirmed that a letter would be provided to these customers this week. He spoke about communications with these customers to date.

Director McKenzie moved to approve Resolution 2019-31, approving the Union Street Development Co., Inc. Amended Assessments. Director Venkata seconded the motion. All present voted in favor and the motion carried.

Director Rathbun and Mr. McShane returned to the room.

Resolution 2019-32, 2019 Authorized Positions and Salary Range Revision: Mr. Drummond spoke about the need for flexibility in staffing. He presented the request that the position and salary range sheet be modified to show the approved number of full time employees (FTEs) for each department, and the Board salary range for each approved position. He said management would allocate the number of FTEs in each specific position as needed.

In response to a question from Vice President Huffman, Mr. Drummond spoke about how salary ranges were determined.

Mr. McShane noted that the paid salary survey from 2010 was the base that was being updated as needed. He noted that pursuant to the collective bargaining agreements, cost of living increases were provided to employees.

In response to a question from Director Rathbun, Mr. McShane said KID had not been able to fill all the temporary positions available in the current labor market.

Director McKenzie moved to approve Resolution 2019-32, and revisions to the KID Positions and Salary Ranges – September 17, 2019. Director Venkata seconded the motion. All present voted in favor and the motion carried.

Amended Resolution 2019-16: Mr. McShane presented the amended resolution, to correct clerical errors related to the New Water and Infrastructure Fund due to differing rounding systems for acreage used by the county and KID. He said this had been resolved. He said the New Water Infrastructure and Supply Fund charge and the Capital Upgrade and Improvement charge would be flat rates, evenly distributed between these customers.

In response to a question from Director Venkata, Mr. McShane spoke about the two customer groups: the previous City of Richland customers, and new service customers. He noted that Exhibit C listed the previous City of Richland customers and their city rates.

Mr. McShane confirmed to Director McKenzie that City of Richland would annually review and publish their rates. Whether transition to KID rates would be accelerated if City of Richland had higher than expected increases was discussed.

Director Rathbun moved to approve Amended Resolution 2019-16 Approving Clearwater Creek Assessment. Director McKenzie seconded the motion. All present voted in favor and the motion carried.

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding:

- August Financial reports to be presented at the next meeting
- 2020 Budgeting
- Annual Washington State audit expected at the end of October

Land & Water Resources Manager: Mr. Defoe displayed and discussed web pages including:

- usbr.gov - Yakima River Five Reservoir Diagram, and Water Year Graph. Storage water management was discussed.
- noaa.gov - Pasco weather station Temperature and Precipitation graphs. Impact of the balance of snow and rain on water supply was discussed.
- noaa.gov - Enso Alert System Status: Not Active, and One-Month and Three-Month Outlook maps

Upcoming meetings:

- Washington State Water Resources Association (WSWRA) meeting – 10:00 a.m., September 18, at KID
- Yakima Basin Integrated Plan (YBIP) quarterly work group meeting – 9:00 a.m., September 19, at the Yakima Arboretum

Engineering/Operations Manager:

Upcoming meetings:

- South Columbia Basin Irrigation District, about technical improvements – September 18
- Operations and Engineering Committee – September 24
- Finance Committee – September 25
- YBIP 10 year planning meeting – October 2
- Board Retreat – October 3

Mr. McShane reported regarding:

- Customer reconnects in Highland Gardens
- End of season testing and planned end of season shutdown

President Dennis and Mr. Freeman arrived at the meeting.

District Manager: Mr. Freeman reported regarding the presentation about Chandler, IP effects, and Title Transfer that he and President Dennis provided to the Tri-City Development Council (TRIDEC) today.

Upcoming meetings:

- WSWRA Board meeting tomorrow
- Zintel Canyon Mitigation meeting tomorrow Mr. McShane and President Dennis to attend. Planned Rubicon tree trimming event this year.

Mr. Freeman also reported about progress of the Irrigation District Election Work Group.

WORKSHOP: None

Executive Session: At 9:59 a.m., on behalf of the presiding officer, Mr. Freeman announced that the Board would go into executive session, starting at 10:05 a.m., to discuss with legal counsel representing the agency litigation, pursuant to RCW 42.30.110(1)(i), to discuss with legal counsel potential litigation, in the form of litigation that the agency reasonably believes may be commenced by or against the agency, pursuant to RCW 42.30.110(1)(i)(ii), 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 45 minutes, returning to open session at 10:50 a.m., unless executive session were extended.

At 10:50 a.m., executive session was extended for ten minutes.

At 11:00 a.m., executive session was extended for ten minutes.

At 11:10 a.m., executive session was extended for 15 minutes.

OPEN SESSION: At 11:25 a.m., the meeting returned to open session.

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

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

Attest:

Witness:



Dean Dennis, President

Minutes Approved October 15, 2019



Charles Freeman, Board Secretary

Prepared by Doris Rakowski