



KENNEWICK IRRIGATION DISTRICT

Board of Directors Meeting
 Tuesday, January 21, 2020, 9:00 a.m.
 Carl W. Petersen Board Room
 2015 S. Ely St., Kennewick, WA 99337

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

Directors Present:

Kirk Rathbun, President
 David McKenzie, Vice President
 Gene Huffman
 Arland Ward

Staff Present:

Jason McShane, Engineering/Operations Manager
 Lynda Rosenbaum, Realty Manager
 Lori Gibson, Executive Assistant
 Melissa Olheiser, Accountant II

Other Persons Present:

John Crotty, Western Legal

Director Huffman moved to excuse the absence of Director Venkata, Charles Freeman, and Kipp Drummond. Vice President McKenzie seconded the motion. All present voted in favor and the motion carried.

APPROVAL OF AGENDA: Mr. McShane reported that Rich Romm has cancelled his presentation, and recommended that the agenda be amended to reflect the change.

Vice President McKenzie moved to approve the agenda as amended. Director Huffman seconded the motion. The motion carried unanimously.

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

Items approved on the consent agenda were:

1. Travel Authorization – 2020 Tyler Connect User Conference
2. Travel Authorization – USBR 2020 Water Management Workshop
3. Voucher/Warrant Approval

Accounts Payable:

Numbers:

	80042	through	80042	\$	15,825.18
	80043	through	80043	\$	142.50
	80044	through	80055	\$	1,156,561.75
Bank Drafts	FSA			\$	-
Bank Drafts	General			\$	-
Bank Drafts	AP			\$	100,333.57
Total Accounts Payable				\$	1,272,863.00

Payroll:

Numbers:

	34184	through	34186	\$	2,941.46
	34187	through	34232	\$	13,990.65
Direct Deposit		1/6/2020		\$	141,464.90
Total Payroll				\$	<u>158,397.01</u>
Total Disbursements				\$	<u>1,431,260.01</u>

Voided Checks:

Check #34207 – VOID Payment

PUBLIC COMMENTS:

Scott Sohler, 5225 S 506 PR SE, Benton City, Washington, addressed the Board regarding the bridge at 506 PR NE. Mr. Sohler requested that KID remove the barricades to the bridge so he can use it to access his property.

Mr. McShane explained that the KID Board sets policy and that KID staff implement the policy, and he recommended that staff meet directly with Mr. Sohler to resolve the problem.

Cliff Berkey, 190 Oakland St, Richland, Washington, addressed the Board. He stated that the analytical methods that he used to evaluate the bridge are exactly what the Washington Department of Transportation uses to rate all their bridges, and that there is no regulation per se for private bridges. His opinion was that there is no question regarding the 10,000-pound load on the bridge.

President Rathbun encouraged Mr. Berkey and Mr. Sohler to work with KID staff to resolve the issue. Mr. McShane added that KID would like to see the bridge back in use by the property owners. Mr. Berkey further explained his opinion that the bridge is safe for use. KID will meet with Mr. Berkey and Mr. Sohler to discuss the next steps.

Vickie Cox, 62403 E 95 PR SE, Benton City, Washington, addressed the Board. She stated that she would like more information on reservoirs and ponds, how big they have to be, when KID is going to start building them, and why they have to be in the location that they are.

President Rathbun encouraged Ms. Cox to meet with engineering staff to discuss her questions.

PRESENTATIONS:

Financial Statements - December 2019, DRAFT Version: Ms. Olheiser presented highlights of preliminary report pages including:

- Balance Sheet-Comparative – As of December 31, 2019
- Statement of Revenues & Expenditures-Actual – Comparative – 12 months Ended
- Fund Balance Change – As of December 31, 2019
- Cash Investment Report – As of December 31, 2019

President Rathbun asked about the difference in the total fund balance on the balance sheet, and if that reflected the land that was purchased by KID. Ms. Olheiser confirmed that it was.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Award Purchase Contract 2019-74 – Willowbrook Pump Station (Materials Only): Mr. McShane presented staff's recommendation that we award the contract. He pointed out that a majority of the project would be paid for by developer contributions paid by Hayden Homes for the Clearwater subdivision.

President Rathbun inquired as to the water supply for this subdivision. Mr. McShane explained that there are two sources – the Amon Creek and the Badger East canal.

Vice President McKenzie moved to authorize Charles Freeman to execute Contract PC2019-74 Willowbrook Pump Station (Materials Only) to the lowest responsible bidder, Consolidated Supply, Director Huffman seconded the motion. The Motion carried unanimously.

RESOLUTIONS: None.

STAFF REPORTS:

Finance Manager: Ms. Olheiser regarding:

- 1099s and quarterly payroll reports are completed, and W-2s are in progress
- KID will be implementing a new time keeping system through our current financial system
- Preparing for assessments to be sent out with a target date of February 29,2020

Engineering/Operations Manager: Mr. McShane reported regarding:

- The weather forecast is good in the valley for construction and maintenance.
- Breaking ground at the Badger East canal to finish the lining before water on.
- Work at shop complex continues
- Environmental reviews are in progress on canal and piping projects

Land & Water Resources Manager: In Mr. Defoe's absence, Mr. McShane displayed and discussed web pages including:

- usbr.gov - Yakima River Five Reservoir Diagram, and Water Year Graph
- usda.gov – Snow pack map
- noaa.gov - El Nino/Southern Oscillation (ENSO) Diagnostic Discussion (ENSO Alert System Status: Not Active)

WORKSHOP: None

Executive Session: At 9:30 a.m., President Rathdum announced that the Board would go into executive session, starting at 9:35 a.m., 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 30 minutes.

OPEN SESSION: At 10:05 a.m., the meeting returned to open session.

Director Huffman moved to adjourn. Director Ward seconded the motion. The motion carried unanimously.

Attest:

Witness:



Kirk Rathbun, President
Minutes Approved February 18, 2020

 FOR CHARLES

Charles Freeman, Board Secretary *FREEMAN*

Prepared by Lori Gibson