



Minutes

President Rathbun called the meeting to order at 9:00 a.m. and Mr. Freeman called roll. Due to the COVID-19 office closure, all participants were present remotely via the Zoom platform.

Directors:

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

Staff Present:

Charles Freeman, District Manager
Jason McShane, Engineering/Operations Manager
Seth Defoe, Land and Water Resources Manager
Kipp Drummond, Comptroller/Treasurer
Matt Berglund, Public Relations Coordinator
Lori Gibson, Executive Assistant to Engineering
Melissa Olheiser, Accounting Supervisor
Lynda Rosenbaum, Real Property Manager
Doris Rakowski, Executive Assistant

Other Persons Present:

John Crotty, Western Legal
Three members of the public

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

CONSENT AGENDA: It noted that the November 3rd minutes had been revised to indicate that roll was called by Mr. Freeman, not Mr. McShane.

Director Huffman moved to approve the consent agenda, with the November 3, 2020 minutes as revised. Vice President McKenzie seconded the motion. All present voted in favor. The motion carried.

Items on the consent agenda were:

1. Minutes, KID Board Meeting, November 3, 2020, as revised
2. The Village at Southridge PRD Alteration
3. Vouchers/Warrant Approval

Accounts Payable:

Numbers:

81449	through	81550	\$	269,373.56
81551	through	81551	\$	142.50
81552	through	81556	\$	91,521.93
81557	through	81569	\$	100,252.90
Bank Drafts	FSA		\$	276.40
Bank Drafts	General		\$	2,554.27
Bank Drafts	AP		\$	110,531.89
Total Accounts Payable			\$	574,653.45

Payroll:

Numbers:

34251	through	34251	\$	5,410.66
Direct Deposit		11/20/2020	\$	126,038.70
Total Payroll			\$	131,449.36
Total Disbursements			\$	706,102.81

Voided Checks: None

PUBLIC COMMENTS: None

PRESENTATIONS:

Financial Reports, October 2020: Mr. Drummond presented highlights of displayed report pages including:

- Balance Sheet, as of October 31, 2020
- Statement of Revenues & Expenditures - Budget to Actual, Period ending Oct. 31, 2020
- Fund Balance, as of October 31, 2020

Director Huffman moved to accept the Financial statements for the period ending October 2020. Vice President McKenzie seconded the motion. All present voted in favor and the motion carried.

Director Ward joined the meeting.

PUBLIC HEARING:

Board of Equalization (RCW 87.03.255): Mr. Freeman reviewed the presentation of the 2021 Roll, legal notices and availability for review. He reported that no questions, comments, objections, or requests to review the roll had been received as of this morning.

President Rathbun Vice moved to open the board of equalization. President McKenzie seconded the motion. All present voted in favor and the motion carried.

President Rathbun asked the members of the public present if anyone wished to address the board regarding the board of equalization. Mr. McShane noted that microphones would be unmuted if anyone wished to speak, and that text comments would be monitored for the rest of the meeting. No person present requested to address the board.

President Rathbun said the board of equalization would be held open until the end of the meeting.

BOARD REPORTS: None

ACTION ITEMS:

PC2020-48 Amiad Filters & 16 Inch Pipe (Materials Only): Mr. McShane reviewed the purposes for the proposed purchases. The filters were for use at the Amon Pump Station in the Southridge Master plan area, and the pipe would be used at the Cherry Creek Pump Station in the Kennewick Southeast service area. He spoke about pricing, and said the pipe purchase would be paid from the Drought Fund and the filters and control panel would be paid from the Capital Upgrade and Improvement fund.

Discussion ensued. Mr. McShane spoke further about project benefits.

Director Ward moved to authorize the District Manager, Charles Freeman, to execute Contract PC2020-48: Amiad Filters and 16-inch Pipe (Materials Only) to the lowest responsible bidder, Core & Main, up to an amount not to exceed \$128,000.00. Director Huffman seconded the motion. All present voted in favor and the motion carried.

RESOLUTIONS: None

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding:

- Audit of 2019
- Lorayne J loan
- Year-end accounting

- Finance Committee meeting - December 8th at 9:00

Engineering/Operations Manager: Mr. McShane reported regarding:

- Off-Season projects including Lining
- Election - December 8, 2020

Mr. Freeman announced that Mr. Haller had joined the meeting and said starting the executive session now would accommodate his schedule.

EXECUTIVE SESSION: At 9:30 a.m., Mr. McShane announced on behalf of the presiding officer, that the Board would go into executive session, to discuss with legal counsel 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, unless executive session was extended. He said public attendees would be returned to the waiting room and would be readmitted when open session resumed. Additional reports were planned following executive session.

At 9:50 a.m., executive session was extended for 10 minutes.

OPEN SESSION: At 10:00 a.m., the meeting resumed in open session.

Land & Water Resources Manager: Mr. Defoe reported regarding:

- Reservoir storage (as reported by usbr.gov Yakima River Five Reservoir Diagram, and Water Year Graph)
- La Niña Advisory (as reported by noaa.gov ENSO Diagnostic Discussion)
- One-month and three-month temperature and precipitation outlook (as reported by noaa.gov Climate Prediction Center)
- Mitigation of canal lining project
- Mitigation meeting – December 5th
- Availability of technical help for directors with new KID tablets

District Manager: Mr. Freeman reported regarding:

- Election process
- Annual award meeting via Zoom – December 2nd

Mr. Berglund spoke briefly about a planned drive-through Santa event.

WORKSHOP: None

President Rathbun confirmed there were no requests to address the board of equalization.

President Rathbun moved to close the board of equalization. Vice President McKenzie seconded the motion. All present voted in favor and the motion carried

Director Huffman moved to adjourn. Director Ward seconded the motion. All present voted in favor and the motion carried.

Attest:

Witness:



Kirk Rathbun, President

Minutes approved December 14, 2020



Charles Freeman, Board Secretary

Prepared by Doris Rakowski