



Minutes

President Huffman called the meeting to order at 9:03 a.m. and Mr. Freeman called roll. Due to the COVID-19 office closure, participants were present remotely via the Zoom platform.

Directors:

Gene Huffman, President
 Kirk Rathbun, Vice President
 David McKenzie
 Dean Dennis (joined in progress)
 Arland Ward (joined in progress)

Staff Present:

Charles Freeman, District Manager
 Kipp Drummond, Comptroller/Treasurer
 Jason McShane, Engineering/Operations Manager
 Lynda Rosenbaum, Real Property Manager
 Melissa Olheiser, Accounting Supervisor
 Ben Woodard, Assistant Engineering/Ops Manager
 Lori Gibson, Executive Assistant to Engineering
 Matt Berglund, Public Relations Coordinator
 Doris Rakowski, Executive Assistant

Other Persons Present:

John Crotty, Western Legal
 One member of the public

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

Items on the consent agenda were:

1. Minutes, KID Board Meeting, February 16, 2021
2. Minutes, KID Board Special Meeting, February 24, 2021
3. Pre-Plat - Ladera Subdivision
4. SHP 2021-002 - McDaniels
5. Short Plat 21-01 - Niver
6. Easement Vacation Request - Lockwood Mini Storage
7. Vouchers/Warrant Approval

Accounts Payable:

Numbers:

81919	through	81920	\$	1,834.84
81921	through	81925	\$	90,164.11
81926	through	81994	\$	329,183.34
81995	through	81995	\$	10,000.00
81996	through		\$	-
Bank Drafts	FSA		\$	-
Bank Drafts	General		\$	-
Bank Drafts	AP		\$	101,817.82
Total Accounts Payable			\$	533,000.11

Payroll:

Numbers:

-	through	-	\$	-
Direct Deposit	2/20/2021		\$	143,316.41
Total Payroll			\$	143,316.41

Voided Checks:

	81278	\$	(195.46)
Total VOID		\$	(195.46)
Total Disbursements		\$	676,121.06

PUBLIC COMMENTS: None

PRESENTATIONS:

Records Retention Training: Mr. Freeman introduced the Records Retention training, which had been delayed due to technical difficulties at the February 16th meeting.

Mr. Crotty and Ms. Rakowski offered assistance with any records retention questions.

Directors Dennis and Ward joined the meeting.

The Washington State Archives video, "Records Management and Retention Basics" was shown, fulfilling the Records Retention training required by RCW 42.56.150.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Canal Widening Memorandum of Agreement: Mr. Freeman presented the need for a Memorandum of Agreement (MOA) to mitigate adverse effects of the project to widen the Main Canal from mile post 12.8 to 14.0. He said mitigation efforts would cost \$3,000, plus staff time for travel, digitization, and presentation.

Mr. Freeman reviewed terms of the MOA and noted that while the Confederated Tribe of the Umatilla Indian Reservation did not oppose the MOA but would not be signing the agreement.

Director Ward moved to approve the attached Memorandum of Agreement between the USBR, Washington State Historic Preservation Office and KID regarding Canal Widening. Vice President Rathbun seconded the motion. The motion carried unanimously.

Symphony Ridge Pipeline Upsizing (Revised): Mr. McShane reviewed the Symphony Ridge Pipeline Upsizing as approved by the Board on August 18, 2020. He reported that due to construction challenges, staff had approved additional needed work and grading needed to install a portion of the 16-inch pipeline. He requested approval of an additional \$3,447.26, for a new total to \$56,170.85 including tax.

Director Ward moved to approve a total of \$56,170.85 including tax to be used for upsizing pipe in the Symphony Ridge Subdivision from the Capital Upgrade and Improvement Fund. Director McKenzie seconded the motion. The motion carried unanimously.

RESOLUTIONS: None

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding progress on assessment billing. He noted that he would be out for a planned medical procedure.

Engineering/Operations Manager: Mr. McShane reported regarding:

- Operational testing begins March 8th
- Start-up preparations and community outreach
- Maintenance and repairs
- Staff recruitment
- Capital projects including earthwork, canal lining, and concrete structures

- On demand service
- Engineering priorities

Land & Water Resources Manager: On behalf of Mr. Defoe, Mr. McShane displayed and discussed web pages including:

- usbr.gov - Yakima River Five Water Year Graph
- nracs.usda.gov - Snow water equivalent map
- noaa.gov - One-Month and Three-Month Outlook maps, and La Niña Advisory status

District Manager: Mr. Freeman reported regarding:

- River Ops meeting – March 4
- Title transfer; including briefing with Representative Newhouse – March 3
- Integrated Plan stimulus fund request
- SB 5342 Irrigation District Elections
- Development of a business reopening plan
- All staff employee appreciation meeting
- Encouragement of vaccinations
- Lower River Leadership Group meeting – March 8

Director McKenzie recommended sending a letter of thanks to the Confederated Tribe of the Umatilla Indian Reservation. After discussion, Mr. Freeman said he draft a letter for the Board.

WORKSHOP: None

EXECUTIVE SESSION: At 10:15 a.m., Mr. Freeman announced that the Board would go into executive session for approximately 20 minutes to consider the minimum price at which real estate will be offered for sale or lease, pursuant to RCW 42.30.110(1)(c), regarding two matters, and 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).

Members of the public were moved to the Zoom waiting room until the end of executive session.

Executive session was extended for fifteen minutes at 10:35 a.m., for five minutes at 10:50 a.m., and for five minutes at 10:55 a.m.

OPEN SESSION: At 11:00 a.m., members of the public were re-admitted and the meeting resumed in open session.

Vice President Rathbun moved to adjourn at 11:00 a.m. Director McKenzie seconded the motion. The motion carried unanimously.

Attest:

Witness:



Gene Huffman, Board President
Minutes Approved March 16, 2021



Charles Freeman, Board Secretary

Prepared by Doris Rakowski