



**Minutes**

President Huffman called the meeting to order at 9:01 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  
Arland Ward

**Staff Present:**

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

**Other Persons Present:**

John Crotty, Western Legal  
Two members of the public

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

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

Items on the consent agenda were:

1. Minutes, KID Board Meeting, March 2, 2021
2. Water On Letter to U. S. Bureau of Reclamation
3. Correction and Clarification to Resolution 2021-08, Sole Source Purchase of Kenworth Truck with SmithCo Side Dump Trailer
4. Vouchers/Warrant Approval

**Accounts Payable:**

Numbers:

	81196	through	81996	\$	11,979.98
	81997	through	82051	\$	285,293.71
Bank Drafts	FSA			\$	-
Bank Drafts	General			\$	-
Bank Drafts	AP			\$	86,266.48
<b>Total Accounts Payable</b>				\$	<b>383,540.17</b>

**Payroll:**

Numbers:

	-	through	-	\$	-
Direct Deposit		3/5/2021		\$	119,304.48
<b>Total Payroll</b>				\$	<b>119,304.48</b>

**Voided Checks:**

	None			\$	-
<b>Total VOID</b>				\$	<b>-</b>
<b>Total Disbursements</b>				\$	<b>502,844.65</b>

**PUBLIC COMMENTS:** None

**PRESENTATIONS:** None

**PUBLIC HEARING:** None

**BOARD REPORTS:** None

**ACTION ITEMS:**

**Letter of Appreciation to Confederated Tribes of the Umatilla Indian Reservation:** Mr. Freeman reviewed a draft letter of thanks, which was written at the Board's instruction.

**Director McKenzie moved to approve the letter of thanks to the Confederated Tribe of the Umatilla Indian Reservation. Vice President Rathbun seconded the motion. The motion carried unanimously.**

**RESOLUTIONS:**

**Resolution 2021-07, Authorization for System Take-Over W 21st Court Private Line Area:** Mr. McShane presented the proposed take-over of the West 21st Court Private Line Area (PLA). He spoke about the system location and design and said the system was ready to be taken over with no improvements needed. He reported that staff received two of twelve ballots back and had positive telephone contacts with other owners.

Mr. McShane noted there would be no changes to the assessments in the area, as the twelve lots were already assessed at a pressurized rate.

Mr. McShane confirmed to President Huffman that the area had been inspected and was in good shape, only needing typical seasonal maintenance.

**Director Ward moved to approve Resolution 2021-07, Authorization for System Take-Over W 21st Court Private Line Area. Vice President Rathbun seconded the motion. The motion carried unanimously.**

**Resolution 2021-10, Authorization for Collection of Surcharges for Properties in the D4 33.5-1 Service Area:** Mr. McShane reported that this area had not received water for a number of years at the owner's choice. Following a change of ownership, service was requested. Mr. McShane described how an on-demand direct connection could be made to the 2.7 acres.

Mr. McShane reviewed terms of the surcharge which would be paid by the owner.

Mr. McShane confirmed to President Huffman had the property had a long standing allocation.

**Vice President Rathbun moved to approve Resolution 2021-10, Authorization for Collection of Surcharges for Properties in the D4 33.5-1 Service Area. Director Dennis seconded the motion. The motion carried unanimously.**

**Resolution 2021-11, Declaring Surplus Personal Property:** Mr. McShane presented the request to surplus two Ford Escapes and a Ford F150 pick-up truck, which were presenting maintenance challenges near the end of their useful life and were ready to be traded in.

**Director Dennis moved to approve Resolution 2021-11, Declaring Surplus Personal Property. Vice President Rathbun seconded the motion. The motion carried unanimously.**

**Resolution 2021-12, Official Resolution for FY 2021 WaterSMART Grants: Small-Scale Water Efficiency Projects:** Mr. McShane presented the proposed application for a grant which would be used for the Cherry Creek extension. The resolution would appoint Charles Freeman as authorized representative. He said the application would be submitted tomorrow.

**Vice President Rathbun moved to approve Resolution No. 2021-12 appointing Charles Freeman as authorized representative and signature authority in matters relating to the 2021 WaterSMART Grant. Director Ward seconded the motion. The motion carried unanimously.**

**Resolution 2021-13, Sole Source Purchase – Hydroseeder:** Mr. McShane presented the request to make a sole source purchase of a used 2006 Finn T400 Hydroseeder with a used 1998 International 8100 Truck on consignment through Surplus Equipment Exchange. He described use of hydroseeders, and reviewed the features of this machine. He said the machine could be used for fire suppression, and dust control in construction efforts, as well.

Mr. McShane noted that the truck could share spare parts with KID's same model water truck. He said the truck would cost less than one year of having hydroseeding done. Hydroseeding had become too expensive, so KID was hand-broadcasting seed, which was challenging.

Mr. McShane confirmed to Director Dennis that a CLD tanker endorsement would be needed to drive the truck, but none special licensing was necessary to operate the hydroseeder.

Discussion ensued regarding sources for seeding supplies, and equipment wear points.

Mr. McShane spoke about condition of the equipment, and reported the team conducted a video walk-through, including a demonstration of use of the equipment. Staff noticed some rhino deck lining was coming off, but would be able to reattach it.

**Director Ward moved to approve Resolution 2021-13, Authorization to Waive Competitive Bidding and Award a Sole Source Contract to Purchase a Used 2006 Finn T400 Hydroseeder with a used 1998 International 8100 Truck on consignment through Surplus Equipment Exchange; Pursuant to 87.03.435(3)(c), with funds for this purchase to come from the Capital Upgrade and Improvement Fund, and the payee for the purchase to be based on the payment policies of Surplus Equipment Exchange and licensing requirements. Vice President Rathbun seconded the motion. The motion carried unanimously.**

Mr. McShane spoke about mechanics of purchasing through a consignment company and said the equipment could arrive as soon as Monday

#### **STAFF REPORTS:**

**Engineering/Operations Manager:** Mr. McShane displayed pictures and reported regarding Main Canal lining and in-canal storage. He also reported on Integrated Plan virtual meetings in Washington DC this week, and noted that this was the second week of KID operational testing.

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

- [usbr.gov](http://usbr.gov) - Yakima River Five Water Year Graph
- [nrca.usda.gov](http://nrca.usda.gov) - Snow water equivalent map
- [noaa.gov](http://noaa.gov) - One-Month and Three-Month Outlook maps, and La Niña Advisory status

Mr. Defoe also reported regarding title transfer progress, including Memorandum of Agreement (MOA) status, and the final Rural Reclamation Act (RRA) water district review.

Upcoming meetings:

- Washington State Water Resources Association – March 17<sup>th</sup>,
- Yakima Basin Joint Board – March 26<sup>th</sup>

**Finance Manager:** On behalf of KD, Ms. Olheiser reported regarding

- Customer Service and payroll activities
- February financial reports to be presented at April 6<sup>th</sup> meeting
- Annual report for State Auditor

**District Manager:** Mr. Freeman reported regarding:

- Irrigation district elections legislation progress and other legislation being tracked
- Drafting reopening plan
- Capital improvement retreat follow-up being planned

**WORKSHOP:** None

**EXECUTIVE SESSION:** At 10:09 a.m., Mr. Freeman announced that the Board would go into executive session following a short break 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), until 10:30 a.m. unless executive session was extended. Action was expected following executive session. Members of the public were moved to the Zoom waiting room until the end of executive session. At 10:30 a.m., executive session was extended for 10 minutes.

**OPEN SESSION:** At 10:40 a.m., members of the public were re-admitted and the meeting resumed in open session.

Mr. Freeman asked to amend the agenda to add a letter to Gov. JI Vice President Rathbun moved to add consideration of a letter to Governor Inslee to the agenda. Director Ward seconded the motion. The motion carried unanimously.

**Letter to Governor Inslee regarding proposed Horse Heaven Hill Wind Project:** Mr. Freeman reviewed the proposed letter regarding the proposed wind project. He spoke about challenges due to reliance on intermittent power. The letter would request full investigation into the project's impacts on the environment and the power grid.

**Vice President Rathbun moved to approve the letter to Governor Inslee. Director McKenzie seconded the motion. The motion carried unanimously.**

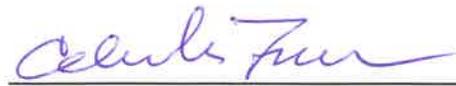
**Director Dennis moved to adjourn at 10:46 a.m. Director Ward seconded the motion. The motion carried unanimously.**

Attest:



Gene Huffman, Board President  
Minutes Approved April 6, 2021

Witness:



Charles Freeman, Board Secretary

Prepared by Doris Rakowski