



**Board of Directors Meeting**

Tuesday, July 20, 2021, 9:00 a.m.  
 2015 S. Ely Street, Kennewick, WA  
 and via the Zoom platform

**Minutes**

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

**Directors:**

Gene Huffman, President  
 Kirk Rathbun, Vice President  
 David McKenzie  
 Arland Ward  
 Absent: Dean Dennis

**Staff Present:**

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

**Other Persons Present:**

John Crotty, Western Legal  
 Three members of the public

**Vice President Rathbun moved to excuse Director Dennis’s absence. Director McKenzie seconded the motion. All present voted in favor and the motion carried.**

**APPROVAL OF AGENDA:** Executive session discussion with legal counsel of potential litigation, in the form of litigation or legal risks of a proposed action or current practice was requested.

**Vice President Rathbun moved to approve the agenda with the addition of an executive session. Director McKenzie seconded. All present voted in favor and the motion carried.**

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

Items on the consent agenda were:

1. Minutes, KID Board Meeting, July 6, 2021
2. Vouchers/Warrant Approval

**Accounts Payable:**

Numbers:

82645	through	82646	\$	3,275.78
82647	through	82718	\$	176,325.57
82719	through	82723	\$	85,222.27
Bank Drafts	FSA		\$	-
Bank Drafts	General		\$	-
Bank Drafts	AP		\$	92,187.96
<b>Total Accounts Payable</b>			\$	<b>357,011.58</b>

**Payroll:**

Numbers:

34364	through	34365	\$	751.54
Direct Deposit	7/20/2021		\$	144,734.74
<b>Total Payroll</b>			\$	<b>145,486.28</b>

**Voided Checks:**

	None	\$	-
<b>Total VOID</b>		\$	<b>-</b>
<b>Total Disbursements</b>		\$	<b>502,497.86</b>

**PUBLIC COMMENTS:** Richard Risinger, 234 W 52<sup>nd</sup> Avenue, in Kennewick addressed the Board regarding very poor water quality, which wore out a high quality filter and necessitated watering with a hose. He reported that he spoke with 10 of 50 neighbors, and nine had similar issues. He said he was told that an Amiad filter could solve the problem.

Director Ward joined the meeting.

Pictures of Mr. Risinger's filter, and the PSA 181 pond before and after treatment were displayed.

Mr. McShane noted that this was a dead-end pond, and algae had nowhere to go after treatment. Filtration, aeration, and removal of debris from the pond were discussed. Mr. McShane said staff would discuss the matter further with Mr. Risinger after the meeting.

Director Ward spoke about how he managed debris in his farm irrigation system.

**PRESENTATIONS:**

**June 2021 Financial Reports:** Mr. Drummond presented highlights of report pages including:

- Balance Sheet, as of June 30, 2021
- Statement of Revenues & Expenditures – Budget to Actual, Period ending June 30, 2021
- Statement of Revenues & Expenditures - Comparative, Period ending June 30, 2021

**Director McKenzie moved to approve the June 2021 financial reports. Director Ward seconded. All present voted in favor and the motion carried.**

**PUBLIC HEARING:** None

**BOARD REPORTS:** None

**ACTION ITEMS:**

**Final Plat Southridge Estates Ph. 16 & 20 and Southridge Development Ph. 7 Irrigation Upsizing:** Mr. McShane spoke about the current phases of Southridge Estates and Southridge Development, which were within KID's Southridge Irrigation Masterplan area. He displayed a map and said two pipes, with sizes of 16-inch and 12-inch, were recommended in this location.

**Vice President Rathbun moved to approve \$34,450.42 plus tax to be used for upsizing pipe in the Southridge Estates and Southridge Development subdivisions from the Capital Upgrade and Improvement Fund. Director Ward seconded the motion. All present voted in favor and the motion carried.**

**Approval of NWRA support letter for the Energy Infrastructure Act:** Mr. Defoe presented the letter in support of the Energy Infrastructure Act. The Senate Energy Committee passed the act, and the full Senate could take it up as part of an infrastructure bill soon. Mr. Defoe recommended signing on to the letter, which urged passage of legislation that included the western water and forestry infrastructure provisions found in Titles VIII and IX of the Energy Infrastructure Act.

**Director McKenzie moved to approve KID signing on to the letter from NWRA encouraging Senate passage of the Energy Infrastructure Act. Director Ward seconded the motion. All present voted in favor and the motion carried.**

**PC2021-49, Purchase of 55-Ton Low-Boy Trailer:** Mr. McShane reported that staff requested sealed bids for this purchase. He spoke about the trailer model, and its capacity to haul a number of pieces of KID equipment. He said the lower trailer would be safer for certain hauling.

This trailer would replace a damaged 2-axle tilt-deck trailer. Funding for the purchase of the 55-Ton Low-boy Trailer will come from the Equipment Replacement Reserve Fund, with any amount received from the insurance claim for damage to KID's 2-axle trailer to be reimbursed to this fund.

**Director McKenzie moved to authorize the District Manager, Charles Freeman, to execute Contract PC2021-49 Purchase of 55-Ton Low-Boy Trailer to the lowest responsible bidder, Great Western Leasing & Sales. Director Ward seconded the motion. All present voted in favor and the motion carried.**

**PC2021-50, Purchase of Heavy Haul Trailer:** Mr. McShane presented the request to purchase a heavy haul trailer prior to replacement of the existing three-axle trailer. He displayed pictures and spoke about features of the trailer. He reported that the winning bid was \$107,093.15.

President Huffman spoke in favor of the purchase.

**Vice President Rathbun moved to authorize the District Manager, Charles Freeman, to execute Contract PC2021-50 Purchase of Heavy Haul Trailer to the only responsible bidder, Great Western Leasing & Sales. Director Ward seconded the motion. All present voted in favor and the motion carried.**

**Contractor Survey about Repayment Term for Reimbursable Construction Costs of the Dam Safety Project at Kachess Dam, Yakima Project, WA:** Mr. Freeman noted that the memo was provided today, to allow inclusion of information from a meeting with the USBR last Friday.

Mr. Freeman reported that the USBR was requesting to know which payment option KID would use: pay as you go, or multi-year post construction. He spoke about the costs and noted that there would be interest charged for the post construction option, but not pay as you go.

Whether the project would qualify for Dingle Act dollars for failing infrastructure was discussed. Dam safety would not qualify, but the USBR was would report in writing to all participants.

Mr. Freeman said he would ask the USBR what percent of design the project had reached. He said he expected the cost to be no more than about \$99,000 per year from current estimates.

**Vice President Rathbun moved to authorize the District Manager to sign Option One (Pay as you go, during construction). Director Ward seconded the motion. All present voted in favor and the motion carried.**

**RESOLUTIONS:** None

**STAFF REPORTS:**

**Finance Manager:** Mr. Drummond reported regarding:

- Assessment collections, year to date
- Washington First Long-term Care Act.

**Engineering/Operations Manager:** Mr. McShane reported regarding:

- High temperatures, and resultant aquatic vegetation levels and low-pressure call volume
- Red Mountain water quality, and filter maintenance/replacement
- Washington State drought, and good water supply in the Yakima River system
- Construction activities, including staff parking lot, and a piping/pump consolidation project
- Cottonwood Meadows area public meeting tonight
- Integrated Plan meetings
- Capital program draft progress

**Land & Water Resources Manager:** Mr. Defoe reported Yakima River storage was 108% of average, largely due to the La Niña conditions. Web pages displayed and discussed included:

- usbr.gov - Yakima River Five Reservoir Diagram
- noaa.gov – Temperature and Precipitation graphs

Mr. Defoe also reported regarding the draft archeological survey report, the last-minute required environmental assessment, and expected upcoming title transfer process. Discussion followed.

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

- Lower River Leadership – Thursday, July 22<sup>nd</sup>
- National Water Resources Association Tour – August 10-13
- Tri-City Development Council (TRIDEC) Water Supply Task Force
- Water Strategies Meeting – July 20<sup>th</sup>
- Sandbox script draft
- Elliot Lake drought conditions
- Hybrid return to office from COVID-19 lockdown

Mr. Drummond noted that the KID lobby was now open for customers.

**WORKSHOP:** None

**EXECUTIVE SESSION:** At 10:21 a.m., Mr. Freeman announced that the board would go into executive session after 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), for approximately 15 minutes, ending at 10:45 a.m., unless executive session was extended. Action was not expected following executive session.

Members of the public asked to leave the board room or were moved to the Zoom waiting room until the end of executive session.

At 10:45 a.m., executive session was extended for five minutes.

**OPEN SESSION:** At 10:50 a.m., executive session ended, members of the public were re-admitted, and the meeting resumed in open session.

**Vice President Rathbun moved to adjourn. Director McKenzie seconded the motion. The motion carried unanimously.**

Attest:

Witness:



Gene Huffman, Board President  
Minutes Approved August 3, 2021



Charles Freeman, Board Secretary

Prepared by Doris Rakowski