



KENNEWICK IRRIGATION DISTRICT

Board of Directors Meeting
 Tuesday, September 21, 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
 Dean Dennis
 Arland Ward

Staff Present:

Charles Freeman, District Manager
 Zachary Petsch, GIS Analyst/Developer
 Matt Berglund, Public Relations Coordinator
 Melissa Olheiser, Accounting Supervisor
 Seth Defoe, Land and Water Resources Manager
 Jason McShane, Engineering/Operations Manager
 Lori Gibson, Executive Assistant to Engineering
 Doris Rakowski, Executive Assistant

Other Persons Present:

Kris Polly, Water Strategies
 Kate Walker, Water Strategies
 John Crotty, Western Legal
 Two members of the public

APPROVAL OF AGENDA: Director Dennis moved to approve the agenda. Director McKenzie seconded. The motion carried.

CONSENT AGENDA: Director McKenzie moved to approve the consent agenda. Vice President Rathbun seconded. The motion carried.

Items on the consent agenda were:

1. Minutes, KID Board Meeting, September 7, 2021
2. SHP 2021-017 - 211904 E Terril Rd - Marquez
3. Water Shutdown Letter to USBR
4. Vouchers/Warrant Approval

Accounts Payable:

Numbers:

	82850	through	82851	\$	16,793.57
	82852	through	82889	\$	59,956.12
Bank Drafts	FSA			\$	1,045.41
Bank Drafts	General			\$	1,396.27
Bank Drafts	AP			\$	95,988.65
Total Accounts Payable				\$	175,180.02

Payroll:

Numbers:

		through	\$	-
Direct Deposit		9/3/2021	\$	148,568.02
Total Payroll			\$	148,568.02

Voided Checks:

	None	\$	-
Total VOID		\$	-
Total Disbursements		\$	323,748.04

PUBLIC COMMENTS: None

PRESENTATIONS:

Water Strategies: Mr. Freeman introduced Kris Polly and Kate Walker of Water Strategies.

Mr. Polly reviewed services provided to KID from 2014 to present.

Ms. Walker spoke about KID's Title Transfer which was before the U.S. Congress, the pending Infrastructure Bill, and the possibility of reconciliation.

Mr. Polly spoke about relationships with elected officials, and suggested next steps, including letters of thanks and a celebratory event.

Mr. Freeman thanked Mr. Polly and his team. He spoke about the future, including a potential second phase of title transfer.

Mr. Polly spoke highly of the quality of Mr. Berglund's work for KID, and of working with MR. Freeman, Mr. Defoe, Mr. McShane, and Mr. Crotty.

National Water Resource Association annual meeting plans for November were briefly discussed.

Mr. Polly noted that the Irrigation Leader interviewed Mr. Evans of Evans Equipment.

K-Club Annual Report: Mr. Freeman said an annual report was a new condition of KID's contract with the K-Club. He introduced Mr. Petsch, the current K-Club President.

Mr. Petsch said he would coordinate with previous K-Club President Chris Sittman on the written annual report for last year. He reviewed the club's multiple service projects and employee relations activities which took place while accommodating COVID-19 pandemic restrictions.

Upcoming K-Club events included a trash clean up in October, and the annual award event, which was scheduled to be a lunch on Thursday, November 18th.

Ms. Olheiser requested an email be sent to all staff email introducing the new K-Club board.

Financial Reports, August 2021: On behalf of Mr. Drummond, Ms. Olheiser presented highlights of report pages including:

- Balance Sheet, as of August 31, 2021
- Statement of Revenues & Expenditures – Budget to Actual, Period ending Aug. 31, 2021
- Statement of Revenues & Expenditures – Comparative, Period ending Aug. 31, 2021
- Fund Balance Change, as of August 31, 2021
- Cash Investment Report, as of August 31, 2021

Director McKenzie moved to accept the August 2021 financial statements. Director Ward seconded. The motion carried.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Aspect Consultants Contract Amendment and Scope of Work: Mr. Defoe presented the expanded scope of work in the proposed contract amendment with Aspect Consulting, LLC (Aspect), including:

- Task 1: SEPA Checklist, Resources Library, and Website Support
- Task 2: SEPA Scoping Meetings/Outreach Materials
- Task 3: SEPA Scoping Comment Evaluations and Final Alternative Development
- Task 4: Project Management

Mr. Defoe estimated that the new tasks would cost KID approximately \$43,000, depending on the amount of assistance needed each task area.

Director Ward moved to approve the Contract Change with Aspect Consulting, LLC, and authorize Charles Freeman, District Manager, to sign the contract for KID. Director Dennis seconded. The motion carried.

RESOLUTIONS:

Resolution 2021-33, Authorization for Collection of Surcharges for PLA (Private Line Area) properties in the Martin Meadows Benefit Area: Mr. McShane presented a proposed resolution to revise the previous Resolution 2020-23. He noted that the surcharge of \$7,864.00 per EIU (equivalent irrigation units) was a slight increase, due to current economic conditions. He listed payment options described in the resolution, including paying a discounted amount in full, deferring the surcharges, or paying ten annual surcharges. He said any unauthorized connections would be billed on the ten-year plan, starting next year.

Director Ward moved to approve Resolution 2021-33, Authorization of Collection of Surcharges for PLA Properties in the Martin Meadows Benefit Area, Amending Resolution 2020-23. Director McKenzie seconded. The motion carried.

STAFF REPORTS:

Finance Manager: Ms. Olheiser reported regarding:

- Second half of assessment reminder notices sent by Customer Service
- 2022 Budget preparation

Engineering/Operations Manager: Mr. McShane reported regarding:

- Last full day of irrigation water delivery for the 2021 season - October 10th.
- Operations activities and vegetation management in the extremely hot irrigation season
- Red Mountain water user challenges; addition of redundant fourth filter to KID's system
- Pipeline project at Westcliffe in Richland
- Heavy Equipment purchases and delivery schedule
- Pre-watering, clearing and grubbing activities for planned construction on the main canal
- Planned movement of private bridges

Land & Water Resources Manager: Mr. Defoe displayed and discussed webpages including:

- usbr.gov - Hydromet storage diagram and water year graph
- noaa.gov - Temperature and precipitation graphs, Oct. 2020 through Sep. 2021
- droughtmonitor.unl.edu - Map released: September 16, 2021
- cpc.ncep.noaa.gov – Monthly and Seasonal Temperature and Precipitation Maps

Mr. Defoe also reported regarding:

- SEPA scoping for the Central Storage project
- Title Transfer on track for completion this year
- Cultural resource survey complete and to be sent to the tribes

District Manager: Mr. Freeman reported regarding:

- Need for contracted biologist
- Consultant Dan Haller
- Consultant Tom Knutson
- Flip Side contract ending in 2022
- Board to select exempt employee of year
- Planning Title Transfer event

Mr. Berglund reported about planned events, including a visit from Santa, water off posts, and newsletters. Voice artists for the Sandbox video were under review.

President Huffman offered to provide pumpkins for a staff event.

Mr. Freeman said the Finance committee would be reviewing the draft 2022 budget.

WORKSHOP: None

EXECUTIVE SESSION: At 10:11 a.m., Mr. Freeman announced that the board would go into executive session at 10:15 a.m. after a short break, to plan or adopt the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or to review the proposals made in the negotiations or proceedings while in progress, pursuant to RCW 42.30.140(4)(b), for approximately 15 minutes until 10:30 a.m., unless executive session was extended. No action was expected following executive session.

The two members of the public were moved to the Zoom waiting room until the end of executive session.

OPEN SESSION: Executive session ended at 10:30 a.m., the members of the public were re-admitted, and the meeting resumed in open session.

There being no further action, President Huffman called for a motion to adjourn.

Director Dennis moved to adjourn. Director Ward seconded. The motion carried.

Attest:

Witness:


Gene Huffman, Board President


Charles Freeman, Board Secretary

Minutes Approved October 5, 2021

Prepared by Doris Rakowski