



Minutes

President Huffman called the meeting to order at 9:10 a.m. and Mr. Freeman called roll.

Directors:

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

Staff Present:

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

Other Persons Present:

John Crotty, Western Legal
Troy McDaniels, landowner/developer
One members of the public

President Huffman apologized for the delay to the meeting start due to technical difficulties.

Director McKenzie moved to excuse Director Dennis. Director Ward seconded. All present voted in favor and the motion carried.

APPROVAL OF AGENDA: The following revisions were to be made to the agenda:

1. Remove Travel Authorizations - Government to Government Meet and Greet with Confederated Tribes of the Umatilla Indian Reservation (CTUIR)
2. Remove Call Special Meeting
3. Correction that Resolution 2021-50 to be regarding 2022, not 2021, Authorized Positions and Salary Range revisions
4. Add executive session to consider the minimum price at which real estate will be offered for sale or lease, pursuant to RCW 42.30.110(1)(c)
5. Add executive session 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)
6. Add possible action in open session following the executive session

Director McKenzie moved to approve the revised agenda. Director Ward seconded. All present voted in favor and the motion carried.

CONSENT AGENDA: Director McKenzie moved to approve the revised consent agenda. Director Ward seconded. All present voted in favor and the motion carried.

Items on the consent agenda were:

1. Travel Authorizations - Washington State Water Resources Association (WSWRA) Annual Conference
2. Confirm Job Description - Comptroller/Treasurer
3. Vouchers/Warrant Approval

Accounts Payable:

Numbers:					
	83100	through	83102	\$	477.00
	83103	through	83103	\$	13,624.40
	83104	through	83151	\$	276,044.41
Bank Drafts	FSA			\$	-
Bank Drafts	General			\$	-
Bank Drafts	AP			\$	90,318.26
Total Accounts Payable				\$	380,464.07

Payroll:

Numbers:					
		through		\$	-
Direct Deposit		11/5/2021		\$	147,076.75
Total Payroll				\$	147,076.75

Voided Checks:

	None			\$	-
Total VOID				\$	-
Total Disbursements				\$	527,540.82

PUBLIC COMMENTS: None

PRESENTATIONS: None

PUBLIC HEARING: None

BOARD REPORTS: President Huffman spoke about the NWRA meeting.

ACTION ITEMS:

Election 2021 - Polling Place, Notice, and Election Board: Mr. Freeman recommended appointment of Carol Schwarder, ShaRae McShane, and Anne Crotty as inspector and two judges for the election on December 14th.

Mr. Freeman recommended continuing to designate the KID office as the sole polling place. Due to continuing pandemic concerns, staff reserved a tent for outdoor voting, as was done last year.

Mr. Freeman said that statute required posting of the election notice in three public places and the KID office fifteen days before the election, on Monday, November 29th this year. The proposed notice was displayed.

Director McKenzie moved to appoint Carol Schwarder as inspector, and Anne Crotty and ShaRae McShane as judges, for the 2021 election; and to designate the KID Office as polling place for the 2021 election; and to instruct the Board Secretary to post notices of the time and place for the 2021 election in three public places and the KID Office, on or before November 29, 2021. Director Ward seconded. All present voted in favor and the motion carried.

Accounts Payable:

Numbers:

83100	through	83102	\$	477.00
83103	through	83103	\$	13,624.40
83104	through	83151	\$	276,044.41
Bank Drafts	FSA		\$	-
Bank Drafts	General		\$	-
Bank Drafts	AP		\$	90,318.26
Total Accounts Payable			\$	380,464.07

Payroll:

Numbers:

	through	\$	-
Direct Deposit	11/5/2021	\$	147,076.75
Total Payroll		\$	147,076.75

Voided Checks:

None	\$	-
Total VOID	\$	-
Total Disbursements	\$	527,540.82

PC2021-90 Badger Canyon Turnout Pipeline Purchase (Materials Only): Mr. McShane spoke about the difficult and uncertain availability conditions for pipeline materials due to the prolonged pandemic. He described the work to be done to pipe and eliminate seven concrete turnouts, and service areas by pressurized systems.

Additionally, Mr. McShane said pipe inventory would be restocked to cover 2022. Ordering now would allow KID to see availability and delivery times. He said there was a shortage of PVC due to high demand. Ductile iron options included an agreement with the city to wrap pipe with purple tape to indicate non-potable water.

Mr. McShane said the bid opening would be November 22nd and next board meeting would be on December 7th.

Director McKenzie moved to authorize the District Manager, Charles Freeman, to execute Contract PC2021-90, Badger Canyon Turnout Pipeline Purchase (Materials Only) to the lowest responsible bidder, up to an amount not to exceed \$500,000.00. Director Ward seconded. All present voted in favor and the motion carried.

Mr. McShane noted that, normally, exact specification were included in a bid, but this time the contract would be awarded on the basis of availability, price and type.

RESOLUTIONS:

Resolution 2021-47, Project Acceptance & Retainage Release PW2019-04 Miscellaneous Electrical Work: Mr. McShane reported that work was complete and appropriate paperwork had been filed.

Director McKenzie moved to approve Resolution 2021-47, Project Acceptance and Release of Retainage for Public Works Contract PW2019-04, Miscellaneous Electrical Work. Director Ward seconded. All present voted in favor and the motion carried.

Resolution 2021-48, Project Acceptance & Retainage Release PW2020-10 Cherry Creek Third Pump: Mr. McShane reported that work was complete and appropriate paperwork had been filed.

Director McKenzie moved to approve Resolution 2021-48, Project Acceptance and Release of Retainage for Public Works Contract PW2020-10, Cherry Creek Third Pump. Director Ward seconded. All present voted in favor and the motion carried.

Resolution 2021-49, Project Acceptance & Retainage Release PW2021-02 PSA 6 Pump Replacement: Mr. McShane reported that work was complete and appropriate paperwork had been filed.

Director Ward moved approve Resolution 2021-49, Project Acceptance and Release of Retainage for Public Works Contract PW2021-02 PSA 6 Pump Replacement. Director McKenzie seconded. All present voted in favor and the motion carried.

Resolution 2021-50, 2022 Authorized Positions and Salary Ranges: Mr. Freeman reported that the Comptroller/Treasurer job description was revised after Mr. Drummond announced his impending retirement. He spoke about economic conditions justifying an increase to the Comptroller/Treasurer, Public Relations Coordinator, Infrastructure Engineer.

Mr. Freeman noted that Brad Crawford would be working part time as Infrastructure Engineer next year and reported that the Locator/Engineering Technician position was eliminated.

Mr. Freeman said this would be the first year in his tenure with a 3% cost of living adjustment.

Director McKenzie moved to approve Resolution 2021-50. Vice President Rathbun seconded. All present voted in favor and the motion carried.

Resolution 2021-51, Approving Voluntary Mitigation Agreement (VMA) for Benton County Short Plat SHP 2021-002 (McDaniels): Mr. McShane noted that Mr. McDaniels was present in the meeting via Zoom. He spoke KID service requirements for the impacted area and Mr. McDaniel's proposed short plat. The project included \$189,903.84, to be paid as lots were sold. The proposed date of KID's commitment was April 1, 2024.

Mr. McShane said KID practice was for the Board to adopt by voluntary mitigation agreements by resolution, and the VMA would be executed by both parties. He displayed and briefly reviewed terms of the proposed VMA.

Mr. Freeman expressed concern that Mr. McDaniels had no date of performance and said it was acceptable to add in an inflationary factor.

President Huffman suggested discussing the matter and bringing to the December 7th meeting.

Mr. McDaniel said he intend to keep a lot and said the cost should not tie to individual lot sale. He said it was fine if his obligations were to be met at same time KID obligations were met.

Language was proposed regarding payment when selling each lot, or no later than April 1, 2024.

Director Ward moved to approve Resolution 2021-51, Approving Voluntary Mitigation Agreement for Benton County Short Plat 2021-002 (McDaniels). Director McKenzie seconded. All present voted in favor and the motion carried.

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding:

- State audit of 2020 focusing on unemployment and cash balance
- 2021 assessment collections, and delinquency reminder email
- Retirement and transition plans

Engineering/Operations Manager: Mr. McShane reported regarding:

- Integrated Plan 10-year strategic workshop
- Brookshire private line area (PLA) meeting Thursday evening, December 16th
- Upcoming PLA projects: Lincoln Meadows, Lincoln Center, Southhaven, and Palm Village
- Earthmoving work progress
- Red Mountain pumping station project demolition progress

Land & Water Resources Manager: None

District Manager: Mr. Freeman reported regarding:

- Potential opportunities from the recently signed infrastructure bill
- Lorri Gray announced retirement
- National Water Resources Association (NWRA) meeting
- Invitation to speak about benefits of title transfer at Northwest Irrigators Association meeting in February
- Washington State Water Resources Association (WSWRA) and National Pollutant Discharge Elimination System (NPDES) permit renewal
- Awards event – Thursday, December 16th
- Recruitment and transition plans for Comptroller/Treasurer position

WORKSHOP: None

EXECUTIVE SESSION: At 10:18 a.m., on behalf of the presiding officer, Mr. Freeman announced that the Board would go into executive session at 10:23 following a short break, to consider the minimum price at which real estate would be offered for sale or lease, pursuant to RCW 42.30.110(1)(c), and 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 30 minutes unless extended. He said action was possible following in open session following the executive session.

The members of the public were moved to the Zoom waiting room.

OPEN SESSION: At 11:48 a.m., the meeting resumed in open session. Mr. McShane noted that open session was starting five minutes early, but both members of the public had been readmitted to the meeting.

Authorizing Sale of Stoneridge, Lot 11B, KID #7115 (Portion): Ms. Rosenbaum presented the proposed sale to Ambrosia QSR Chicken Real Estate, LLC. She reviewed terms of the sale

including price, commission, buy-back provision, due diligence, and closing date. She said the Realty Committee recommended the action.

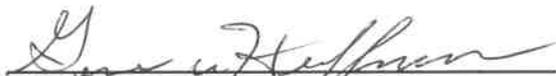
Director McKenzie moved to authorize the sale of Stoneridge, Lot 11B to Ambrosia QSR Chicken Real Estate, LLC, in the amount of \$1,843,888 and authorize the Board President. Director Ward seconded. All present voted in favor and the motion carried.

At 10:53 a.m., here being no further action, President Huffman called for a motion to adjourn.

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

Attest:

Witness:



Gene Huffman, Board President
Minutes Approved December 20, 2021



Charles Freeman, Board Secretary

Prepared by Doris Rakowski