



Minutes

President Huffman called the meeting to order at 9:01 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
Jason McShane, Engineering/Operations Manager
Seth Defoe, Land and Water Resources Manager
Kipp Drummond, Comptroller/Treasurer
Melissa Olheiser, Accounting Supervisor
Matt Berglund, Public Relations Coordinator
Lori Gibson, Executive Assistant to Engineering
Doris Rakowski, Executive Assistant

Other Persons Present:

Carol Schwarder, Election Inspector
ShaRae McShane, Election Judge
Griffin Hanberg, Board Candidate
Kris Polly, Water Strategies
Tom Knutson, Water Management Solutions
Chad Stuart, US Bureau of Reclamation Yakima Field Office Manager
John Crotty, Western Legal
Three members of the public

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

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

Items on the consent agenda were:

1. Minutes, KID Board Meeting, October 19, 2021
2. Minutes, KID Board Meeting, November 2, 2021
3. Minutes, KID Board Meeting, November 16, 2021
4. Minutes, KID Board Special Meeting, November 23, 2021
5. SUB-2021-0003-Southcliffe Phase 6
6. SUB-2021-0004-Final Plat of Apple Valley Phase 6A
7. SP-2021-0026 – 5604 W Metaline Ave – Nelson
8. Travel Authorization – NWRA Leadership Forum
9. Vouchers/Warrant Approval

Accounts Payable:

Numbers:

83240	through	83240	\$	6,827.25
83241	through	83332	\$	268,052.14
Bank Drafts	FSA		\$	141.04
Bank Drafts	General		\$	4,512.22
Bank Drafts	AP		\$	832,608.99
Total Accounts Payable			\$	1,112,141.64

Payroll:

Numbers:

	through	\$	-	
Direct Deposit	12/6/2021	\$	149,664.78	
Total Payroll				\$ 149,664.78

Voided Checks:

	None	\$	-	
Total VOID				\$ -
Total Disbursements				\$ 1,261,806.42

Public Comments: None

Presentations:

Chad Stuart, Yakima Field Office Manager, U.S. Bureau of Reclamation: Mr. Stuart spoke regarding:

- Snowpack, precipitation, and storage
- Reclamation staffing levels
- Operations and Maintenance (O&M) Allocations. Reallocation process must be initiated by the Commissioner. Mr. Stuart confirmed to Mr. Crotty that there were applicable Directives and Standards.
- Title Transfer progress. Memorandum of Agreement extended a year, though it may not be needed. Tentative signing ceremony the first or second week of February.

Financial Reports - November 2021: Mr. Drummond presented highlights of report pages including:

- Balance Sheet as of November 30, 2021
- Statement of Revenues & Expenditures – Budget to Actual
- Statement of Revenues & Expenditures – Comparative, Periods Ending November 30, 2021, and November 30, 2020
- Statement of Grant Revenues for Current Grants
- Fund Balance Change as of November 30, 2021
- Cash Investment Report as of November 30, 2021

Director Dennis moved to accept the Financial Statements for the period ended November 30, 2021. Director Ward seconded. The motion carried.

Public Hearing: None

Board Reports: None

Action Items:

Election Canvassing: Mr. McShane asked if the Board wished to continue their practice of delegate canvassing of election returns to the election board for the December 8th election returns.

Director Ward moved to delegate counting the ballots to the election board. Director McKenzie seconded. The motion carried.

Mr. McShane read the process for counting the absentee ballots, and the election board began to canvass the returns while the Board continued to hear other agenda items.

Modification 004 to Memorandum of Agreement (MOA) No. R18MR13703 – Title Transfer: Mr. Defoe presented the proposed extension to the Title Transfer MOA.

Director McKenzie moved to authorize Charles Freeman, District Manager, to sign the extension of the Title Transfer MOA, modification 004 to Reclamation Agreement R18MR13703. Director Ward seconded. The motion carried.

Mr. Freeman asked the Board to amend the agenda to authorize him to sign the Title Transfer. Mr. Defoe confirmed that Mr. Freeman was named on the signature block.

President Huffman moved to add an item to the agenda to authorize Mr. Freeman to sign the Title Transfer agreement. Director Ward seconded. The motion carried.

Authorization to sign Title Transfer Agreement: Mr. Defoe displayed the cover letter and the Title Transfer Agreement. He noted that the language had been worked out between KID and Reclamation staff and legal counsel. He said the agreement had been at this stage for some time and was waiting for Congress to decide whether to take action.

Director McKenzie moved to authorize Charles Freeman to sign the final Title Transfer agreement. Director Ward seconded. The motion carried.

Water Strategies Contract Scope of Work: Mr. Freeman reported that Mr. Polly was attending the meeting. He spoke about the supplemental Advocacy and Outreach Services Agreement, signed on June 17, 2021, and set to end December 31, 2021. The cost of the supplemental agreement was \$5,000 per month over the base \$7,500 per month. He said staff recommended extending the agreement for six months.

Mr. Polly spoke about progress on board-to-board communications, as seen at the recent Washington State Water Resources Association (WSWRA) event. He said these communications should be regular and continuing. He suggested tours of districts with board members.

Director Ward moved to approve an additional six months of the Supplemental Advocacy and Outreach Services Agreement with Water Strategies. Director McKenzie seconded. The motion carried.

Election Canvassing, continued: The election board having complete the counting of the ballots, Mr. McShane said this was the opportunity for a recount. None was requested.

The results were read from the certificates of regular and absentee returns and the statement of election. The results were as follows:

	Dean Dennis	Griffin Hanberg
Regular Returns	49	571
Absentee Returns	0	18
Total	49	589
Total number of votes: 639		

Director McKenzie moved to accept Certification of the 2021 election. Director Ward seconded. The motion carried.

A short break was called at 10:01 a.m. while the election returns were secured. The meeting continued at 10:08 a.m.

Collective Bargaining Agreement - Field Employee Group: Mr. Freeman said the proposed Collective Bargaining Agreement (CBA) was mostly the same as the Office Group CBA, but while the Office Group would have a 5-year CBA, the Field CBA was for 3 years.

Mr. Freeman reviewed details including:

- 3% COLA for next three years
- No change to health insurance cost share
- One time signing bonus of \$1,5000 for the Operations Superintendent, \$1,250 for the Leads, and \$1,000 for regular full-time employees. Any temporary workers hire as regular full-time employees by March 31, 2022, would also receive \$1,000. The cost of the signing bonuses would be about \$29,500 plus tax.

Director Ward moved to approve the new three-year collective bargaining agreement between KID and the IUOE representing the District Field Staff effective January 1, 2022. Director McKenzie seconded. The motion carried.

Director McKenzie moved to authorize the District to issue signing bonus checks before January 1, 2022. Director Ward seconded. The motion carried.

Director Dennis said his eight years with KID had been wonderful and thanked everyone for their support. He said he believed the district had a strong board coming together again. He wished Griffin Hanberg well and said he was sorry to leave. He thanked members of the staff and board.

Resolutions:

Resolution 2021-54, 2021 Authorized Positions & Salary Range: Mr. Drummond presented the resolution enact the District Manager’s new salary range, which was approved at last meeting.

Director Ward moved to approve Resolution 2021-54, 2021 Authorized Positions and Salary Range Revision V. Director McKenzie seconded. The motion carried.

Resolution 2021-55, 2022 Authorized Positions & Salary Range: Mr. Freeman referred to the memo, which listed the actions taken with the budget adoption and included in the proposed resolution. These actions included, in part:

- Salary range increases for Public Relations Coordinator, Operations Administrative Assistant, and Instrumentation Technician
- Elimination of Locator/Engineering Technician position
- Adding a half-time IT position (may be subject to change after further consideration of continuing IT support for IT options)
- Creating an Industrial Mechanic position and eliminating one lead position
- Reducing Operations temporary positions from 50 to 23.5 positions
- Making the previously one-time salary ranges for District Manager, Comptroller/Treasurer, Land and Water Resources Manager and Engineering/Operations Manager regular ranges, applicable to any new employees to the positions.

Mr. Freeman said a clerical correction was needed, as the Operations Superintendent position should no longer be listed temporary. He said that if the resolution were adopted, staff would strike the word “temporary” on the attachment.

Mr. Freeman noted that not all temporary positions were filled unless needed.

Director McKenzie moved to approve Resolution 2021-55, 2022 Authorized Positions and Salary Range Revision I, strike the temporary designation for the Operations Supervisor, and revise the resolution to reflect the change. Director Ward seconded. The motion carried.

Staff Reports

Finance Manager: Mr. Drummond reported regarding:

- Audit exit conference expected in January
- Year-end accounting
- Washington Cares Act

Engineering/Operations Manager: Mr. McShane reported regarding:

- Shorter staffing over holidays
- Canal lining activities
- Yakima Basin Joint Board meeting – December 17, 2021
- WaterSMART grant program
- Brookshire Homeowners advisory votes: About 82% in favor and 18% against. 120 of 275 votes returned. Staff to review and bring recommendations to a future meeting.

At President Huffman's request, Mr. McShane spoke about the new heavy equipment. One scraper would have its engine replaced with the same model engine from the old water truck. The 652 scraper was down with an engine coolant issue which Caterpillar would address. Mr. McShane said purchase of additional equipment would be considered next year.

Economic conditions, price, availability and delivery of piping and materials were discussed.

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

- usbr.gov Hydromet - Teacup diagram, and Water Year Graph
- nrms.usda.gov - Washington SNOTEL Current Snow Water Equivalent % of Normal map
- wrh.noaa.gov - Temperature and Precipitation graphs for Pasco, Washington
- cpc.ncep.noaa.gov - Monthly and Seasonal Temperature and Precipitation Outlook maps, and El Niño/Southern Oscillation (ENSO) La Niña Advisory

Mr. Defoe also reported regarding:

- Title Transfer
- Central Storage Reservoir Environmental Impact Statement (EIS) plans
- Washington State Water Resources Association (WSWRA) legislative update today.

Director Dennis left the meeting.

District Manager: Mr. Freeman congratulated Griffin Hanberg on election and said Director Dennis's service was appreciated. He also reported regarding:

- National Water Resources Association travel request
- Comptroller/Treasurer interviews planned in January
- Special meeting with the Umatillas to be on Jan 12, 2022
- WSWRA executive director termination and severance, and future staffing considerations

Mr. Freeman said he would print and sign the title transfer agreement and have it notarized. Staff would work on an event plan for later in 2022.

Workshop: None

Executive Session: None

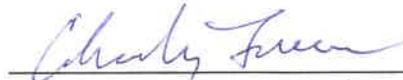
Director Ward moved to adjourn. Director McKenzie seconded. All present voted in favor. The motion carried.

Attest:

Witness:



Gene Huffman, Board President
Minutes Approved February 1, 2022



Charles Freeman, Board Secretary

Prepared by Doris Rakowski