



Minutes

2021 Board President Presiding:

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

Directors:

Gene Huffman, 2021 & 2022 President
Kirk Rathbun, 2021 Vice President
David McKenzie, 2022 Vice President
Griffin Hanberg
Arland Ward

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
Doris Rakowski, Executive Assistant

Other Persons Present:

John Crotty, Western Legal
Two members of the public

Vice President Rathbun moved to excuse Director Ward for joining the meeting late. Director McKenzie seconded. The motion carried.

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

President Huffman gave control of the meeting to Board Secretary Freeman.

Board Secretary Presiding:

Oath of Office: Mr. Freeman administered the oath of office to re-elected Director Huffman and newly elected Director Hanberg. Written oaths of office would be signed and notarized.

Election of Board President and Vice President: Mr. Freeman called for Board President nominations. Director Rathbun nominated Director Huffman for President, and Director McKenzie seconded the nomination. Hearing no other nominations or discussion, Mr. Freeman called for a vote. Director Huffman was elected unanimously as Board President.

Mr. Freeman gave control of the meeting to President Huffman.

New Board President Presiding:

President Huffman called for Vice President nominations. Director Rathbun nominated Director McKenzie for Vice President, and President Huffman seconded the nomination. Hearing no other nominations or discussion, President Huffman called for a vote. Director McKenzie was elected unanimously as Board Vice President.

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

Items on the consent agenda were:

1. Easement Vacation - 8709 W. Arrowhead Ave. – Piekarski
2. Travel Authorization – Title Transfer Signing

- 3. Travel Authorization –Irrigation Leader Operations and Management Training Workshop
- 4. Vouchers/Warrant Approval

Accounts Payable:

Numbers:

	83333	through	83333	\$	1,154.20
	83334	through	83338	\$	87,464.08
	83339	through	83414	\$	615,324.19
Bank Drafts	FSA			\$	-
Bank Drafts	General			\$	-
Bank Drafts	AP			\$	104,646.92
Total Accounts Payable				\$	808,589.39

Payroll:

Numbers:

	34369	through	34398	\$	27,375.15
Direct Deposit		12/20/2021		\$	159,447.46
Total Payroll				\$	186,822.61

Voided Checks:

	None			\$	-
Total VOID				\$	-

Total Disbursements				\$	995,412.00
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PUBLIC COMMENTS: None

PRESENTATIONS: None

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Review of Policy 1.1 Conflict of Interest – Board Members/District Officers: Mr. Freeman said the Board and District Officers were required to review the Conflict of Interest policy and complete their disclosure forms annually. He briefly reviewed the policy and asked the directors and board officers to complete and turn in their forms. He said he or Mr. Crotty were able to provide guidance if needed.

Confirmation of Bylaws: Mr. Freeman reported that no substantive updates were needed this year. He briefly reviewed each section the bylaws.

Director Rathbun moved to confirm the KID Bylaws. Vice President McKenzie seconded. The motion carried.

Confirmation and Appointment of District Officers and Board Secretary: Mr. Freeman recommended retention of the previously appointed District Officers:

Board Secretary:	Charles Freeman
Assistant Secretary:	Jason McShane
Treasurer:	Kipp Drummond

Auditing Officer: Melissa Olheiser
Assistant Auditing Officer: Kipp Drummond
Claims Agent: Dana Hernandez
Public Records Officer: Doris Rakowski
Legal Firms: Foster Pepper PLLC (water rights, supply and municipal issues)
Western Legal PLLC (federal issues and other issues)

Vice President McKenzie moved to retain the Board Secretary, legal firms, and all District Officers previously appointed. Director Rathbun seconded the motion. The motion carried unanimously.

Northwest Cultural Resources Contract Addendum - Cultural Resource Survey for Central Storage Project SEPA EIS: Mr. Defoe presented contract amendment #2. He briefly reviewed KID's work to date with David Harvey's firm, the scope of the amendment and anticipated costs.

Director Rathbun moved to authorize Charles Freeman, District Manager, to sign Amendment No. 2 to the Agreement for Independent Consulting Services with NWCRS. Vice President McKenzie seconded the motion. The motion carried.

RESOLUTIONS:

Resolution 2022-01, Rates, Charges and Assessments for 2022: Mr. Freeman said the district was required to set charges and assessment rates that would cover operating and maintenance expenses, appropriate reserves, and capital needs of the district. He reviewed that the assessment roll had been presented for the equalization process and was now ready for adoption by resolution. Mr. Freeman said the amount of the assessments expected to be collected, at these rates, was included in the previously approved 2022 budget.

Director Rathbun moved to adopt Resolution 2022-01, Setting the Rates, Charges, and Assessment Rolls – Tiers and Tolls, Surcharges applicable to certain locations or services, USBR debt payments, and excess water rates for 2022. Vice President McKenzie seconded the motion. The motion carried.

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding:

- State audit of 2020
- New year and year-end accounting activities
- 2022 assessment preparations
- Comptroller/District Treasurer recruitment

Engineering/Operations Manager: Mr. McShane reported regarding:

- Operations activities during snow
- Canal widening, lining, and use of new equipment
- Receipt of purchased piping materials
- Lincoln Meadows, Lincoln Center, and Southhaven private line conversion updates
- Grant opportunities

Director Ward joined the meeting at 9:40 a.m.

Mr. McShane also reported regarding Cottonwood Meadows water allocation transfer progress.

Vice President McKenzie requested project tours be scheduled.

In response to a question from Director Rathbun, Mr. McShane spoke about private line lots in the Willowbrook area. Director Rathbun noted that he had spoken with someone who was complimentary about KID's private line area conversion program.

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

- usbr.gov Hydromet - Teacup diagram, and Water Year Graph
- nrcc.usda.gov – Washington SNOTEL Current Snow Water Equivalent (SWE) % of Normal map
- cpc.ncep.noaa.gov - Monthly and Seasonal Temperature and Precipitation Outlook maps; and La Niña Advisory
- wrh.noaa.gov -Temperature and Precipitation graphs for Pasco, Washington

Mr. Defoe also reported regarding:

- Infrastructure Engineer recruitment and interim IT coverage
- Cultural resource, EIS (environmental impact statement), and pre-scoping activities
- Integrated Plan and Lower River interests
- Total Water Supply Available (TWSA) meeting - January 6, 2022
- System Operation Advisory Committee (SOAC) meeting - January 6, 2022
- U.S. Bureau of Reclamation webinars - infrastructure bill and funding opportunities
- Amon Basin issues including wildlife crossings of roads

District Manager: Mr. Freeman reported regarding:

- Washington State Water Resources Association (WSWRA) board meeting and recruitment of new Executive Director
- Comptroller/District Treasurer recruitment
- Infrastructure Engineer recruitment
- Annual Board training at next meeting
- Podcast with Representative Newhouse and Mike Miller - 10:00 a.m.
- Central Storage State Environmental Policy Act (SEPA) scoping kick off meeting for the public process
- Board workshop planning
- Government to government meeting next week
- Mr. Defoe invited to present regarding title transfer at the NW Irrigators conference in Boise
- Open positions in the Operations department
- Private line area conversion

In response to a question from Vice President McKenzie, Mr. Freeman confirmed that the meeting with the Umatillas would be on January 12th at 8:30 a.m., and that KID representatives would participate via Zoom from the KID boardroom.

President Huffman confirmed to Vice President McKenzie that he intended to make committee appointments at the next meeting. He said he planned to keep the directors in the same positions, and put Griffin Hanberg in the seats previously held by Dean Dennis. He invited the directors to let him know if any changes were desired.

The Finance Committee meeting was rescheduled to January 13th at 1:30 p.m.

WORKSHOP: None

EXECUTIVE SESSION: None

At 10:16 a.m., President Huffman called for a motion to adjourn.

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

Attest:

Witness:



Gene Huffman, Board President
Minutes Approved February 1, 2022



Charles Freeman, Board Secretary

Prepared by Doris Rakowski