



Minutes

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

Directors:

Gene Huffman, President
 David McKenzie, Vice President,
 Kirk Rathbun
 Griffin Hanberg
 Arland Ward (joined at 10:00 a.m.)

Staff Present:

Charles Freeman, District Manager
 Jason McShane, Engineering/Operations Manager
 Seth Defoe, Land and Water Resources Manager
 Kipp Drummond, Comptroller/District Treasurer
 Stuart Dezember, Comptroller/District Treasurer
 Melissa Olheiser, Accounting Supervisor
 Ben Woodard, Assistant Engineering/Ops Manager
 Dan Tissell, Assistant Engineering Manager
 Matt Berglund, Public Relations Coordinator
 Lori Gibson, Executive Assistant to Engineering
 Doris Rakowski, Executive Assistant

Other Persons Present:

John Crotty, Western Legal
 Kris Polly, Water Strategies
 Ian Lyle, Water Strategies
 Three members of the public

Vice President McKenzie moved to excuse Director Ward. Director Rathbun seconded. The motion carried.

APPROVAL OF AGENDA: Mr. Freeman asked to add Resolution 2022-13, Sole Source Purchase – CAT 623G Scraper #1, and Resolution 2022-14, Sole Source Purchase – CAT 623G Scraper #2 to the agenda.

Director Ward moved to approve the agenda as modified. Director Hanberg seconded. The motion carried.

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

Items on the consent agenda were:

1. Minutes, KID Board Special Meeting, January 12, 2022
2. South Haven PLA Conversion-Easement Agreement - Pond
3. Confirm Job Descriptions - Operations Superintendent and Industrial Mechanic
4. Vouchers/Warrant Approval

Accounts Payable:

Numbers:

	83524	through	83577	\$	914,255.75
Bank Drafts	FSA			\$	2,211.50
Bank Drafts	General			\$	614.20
Bank Drafts	AP			\$	140,485.25
Total Accounts Payable				\$	1,057,566.70

Payroll:

Numbers:

		through	\$	-
Direct Deposit		2/4/2022	\$	172,091.57
Total Payroll			\$	172,091.57

Payroll:

Numbers:

	through	\$	-	
Direct Deposit	2/4/2022	\$	172,091.57	
Total Payroll				\$ 172,091.57

Voided Checks:

83317	VOID and Reissue	\$	(1,128.47)	
83404	VOID and Reissue	\$	(894.80)	
83450	VOID and Cancel	\$	-	
Total Disbursements				\$ 1,227,635.00

PUBLIC COMMENTS: None

PRESENTATIONS:

Water Strategies – Kris Polly: Mr. Freeman introduced Kris Polly and Ian Lyle.

Mr. Polly addressed the board about the accomplishments of title transfer and board-to-board communications. He spoke about maintaining integrity of title transfer with USBR, helping people understand their roles, and keeping state and federal people informed regarding KID's interests. He also spoke about keeping KID informed of federal opportunities and regulations, and helping with relationships, interviews and collaboration for KID and others.

Mr. Lyle spoke about current federal funding opportunities:

- WaterSMART funding bump over next 5 years, with 12 programs expected next quarter
- US Department of Agriculture Regional Conservation Partnership Program (RCPP) new component authorized by farm bill
- USDA Commodities grant program to reduce amount of carbon put into atmosphere. Irrigation districts listed as eligible. Meeting tomorrow about opportunities

Mr. Freeman said he would modify the agreement for consideration at a future board meeting.

Financial Reports, January 2022: Mr. Drummond presented highlights of report pages including:

- Balance Sheet, as of January 31, 2022
- Balance Sheet - Comparative, as of January 31, 2022 and 2021
- Statement of Revenues & Expenditures – Budget to Actual, Period ending Jan. 31, 2022
- Statement of Revenues & Expenditures – Comparative, Period ending Jan. 31, 2022
- Fund Balance Change, as of January 31, 2022
- Cash Investment Report, as of January 31, 2022

Director Rathbun moved to accept the financial statements for the period ended January 31, 2022. Vice President McKenzie seconded. The motion carried.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Appointment of Treasurer and Assistant Auditing Officer: Mr. Freeman asked the Board to appoint Mr. Dezember as Treasurer and Assistant Auditing Officer, replacing Mr. Drummond in these offices.

Director Rathbun moved to appoint Stuart Dezember as Treasurer and Assistant Auditing Officer. Vice President McKenzie seconded. The motion carried.

Interlocal Cooperative Agreement with Columbia Irrigation District: Mr. Freeman presented the proposed agreement with the Columbia Irrigation District (CID) for sharing resources during emergencies and to reimburse each other for the resources used. He said there would be no budget impact unless a district needed aid, in which case, the assisting district's costs would be reimbursed. Legal counsel helped craft the agreement.

Mr. Crotty said this was a fairly standard agreement which included means to be reimbursed and to address liability. He reported that the CID board signed the agreement a few weeks ago.

Mr. Freeman briefly reviewed terms of the agreement.

Mr. Crotty spoke about liability, proportionality and indemnity.

President Huffman spoke in favor of the agreement.

Vice President McKenzie moved to approve the Interlocal Cooperative Agreement between KID and CID. Director Rathbun seconded. The motion carried.

RESOLUTIONS:

Resolution 2022-09, Approval of Water Allotment Transfers for Cottonwood Meadows Service Area: Mr. Freeman said these transfers were in process since 2014, and water delivery would begin this year. He spoke about challenges for the developer Aissata Sidibe and said KID met with her and the property owners a number of times. Mr. Freeman said the resolution was typical to how smaller parcels had been treated previously. Impervious surfaces were removed. Mr. Freeman confirmed that it met KID's requirements.

Mr. Freeman thanked Mr. McShane, Mr. Woodard and Mr. Crotty.

Director Rathbun moved to approve Resolution 2022-09 Approval of Water Allotment Transfers for Cottonwood Meadows Service Area. Director Hanberg seconded. The motion carried.

Resolution 2022-10, Authorization for System Take-Over of the South Haven Private Line Area (PLA): Mr. McShane spoke about the proposed takeover of the South Haven Private Line Area (PLA). He said the facility was not on an easement, but the property owner was agreeable to an easement if it were decommissioned at a later date.

Mr. McShane displayed and described a map of the area, which was completely surrounded by KID areas. He recommended takeover.

Mr. McShane confirmed to Vice President McKenzie that the surplus for decommissioning would be payable by October 31, 2022.

In answer to a question from Director Hanberg, Mr. McShane spoke about planned pump consolidations.

Vice President McKenzie moved to approve the proposed Resolution 2022-10, Authorization for System Take-Over of the South Haven Private Line Area (PLA), contingent upon execution of all necessary easements by Presbytery of the Northwest Coast. Director Rathbun seconded. The motion carried.

Resolution 2022-11 and Resolution 2022-12: Mr. McShane spoke about KID's history of allowing on-demand service and undesirable activities that came from the practice. He reviewed reasons that direct connections would be useful at six proposed locations on the Main Canal. He spoke about canal lining, automated gates, in-line canal storage, reservoir storage.

Mr. McShane said staff recommended two resolutions for this pilot program for locations on the D4 and Badger East. It would not be available district-wide, as staff waited to see if calculations played out in the field.

Mr. McShane spoke about consolidation of turnouts, including the board approved consolidations between Bridge PR and MC 12.0 siphon. He displayed map and spoke about the areas to be serviced by the turn outs. He spoke about water use patterns and the engineering department evaluation of the feasibility of this proposal. Regarding calculations of EIUs, Mr. McShane spoke about charging at farm rates until such time that a building permit was issued for the properties, at which time the parcels would be charged at rural residential rates.

Mr. McShane reviewed elements of Resolution 2022-11, regarding storage only service. Property owners could choose, by service area, whether they wanted to participate in storage only. For the MC 13.4-1 rural residential area, 100% participation would be required for the storage only. Mr. McShane spoke about surcharge components. He reviewed the three payment options, similar to the terms for PLA conversions, which included one-time payment, deferment until sale, and ten-year installments.

Mr. McShane reviewed elements of Resolution 2022-12, regarding pressurized service areas for MC 12.8-1, MC 13.1-1, MC 13.2-2 and MC 13.4-1. He spoke about calculation of the EIUs, and said 100% participation would be required unless the board later determined it would be allowed to the subset of properties. He spoke about the practice of charging for pressurized service whenever it was available, whether the pressurized water was received or not.

In response to a question from Mr. Drummond, Mr. McShane said staff planned to have these payments part of the April and October assessments, though the first payment could be in October, if appropriate. Discussion ensued.

Mr. McShane clarified that storage only had to be taken before pressurized was available.

Director Rathbun moved to approve Resolution 2022-11, Authorization for Collection of Surcharges for Properties in the MC 12.2-1, MC 12.2-2, MC 12.5-1, MC 12.8-1, MC 13.1-1, and MC 13.4-1 Service Areas. Vice President McKenzie seconded. The motion carried.

Mr. McShane confirmed that the board intended to make the first payment due in October.

Director Ward moved to approve Resolution 2022-12, Authorization for Collection of Surcharges for Properties in the MC 12.8-1, MC 13.1-1, MC 13.1-2 and MC 13.4-1 Service Areas. Director Rathbun seconded. The motion carried.

Resolution 2022-13, Sole Source Purchase – CAT 623G Scraper #1 and Resolution 2022-14, Sole Source Purchase – CAT 623G Scraper #2: Mr. McShane reviewed the requests for the two paddlewheel scrapers. As used equipment, sole source purchase process was best for the district. He spoke about planned use of the machines for shaping canals, because the material could be picked up by the machine. The 623 was the largest size currently made.

Mr. McShane spoke about the condition of the 2001 CAT 623G motor scraper from Cole Equipment, and staff's review of its function and oil sample. Filters and fluid replaced after review of oil sample. He spoke about the estimated expected life of the machine.

Mr. McShane spoke about the condition of the 2005 CAT 623G motor scraper from Plateau Equipment, and staff's review of its function and oil sample.

Mr. McShane said staff recommended purchase and reviewed the comparison of cost and condition of other pieces of equipment.

Remaining on the large equipment purchase list was a large water pump.

Overlap of some parts and components with the other heavy equipment was briefly discussed.

Director Rathbun moved to approve Resolution 2022-13, Authorization to Waive Competitive Bidding and Award a Sole Source Contract to Purchase a Used 2001 CAT 623G Motor Scraper from Cole Equipment; Pursuant to RCW 87.03.435(3)(c), with funds for this purchase to come from the Capital Upgrade and Improvement Fund. Director Hanberg seconded. The motion carried.

Vice President McKenzie moved to approve Resolution 2022-14, Authorization to Waive Competitive Bidding and Award a Sole Source Contract to Purchase a Used 2005 CAT 623G Motor Scraper from Plateau Equipment; Pursuant to RCW 87.03.435(3)(c), with funds for this purchase to come from the Capital Upgrade and Improvement Fund. Director Ward seconded. The motion carried.

STAFF REPORTS:

Finance Manager: Mr. Drummond reported regarding:

- Finalization and review of 2022 assessment billing
- Water on and support for customer service
- Coordinating supplemental billing for board actions just taken

Engineering/Operations Manager: Mr. McShane reported regarding:

- Division 4 canal lining in Canyon Lakes
- Operational testing planned for the week of March 7th
- Main Canal lining project
- Yakima Basin Joint Board meeting – February 11, 2022

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

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

Mr. Defoe also reported regarding:

- One comment received since the open house for EIS Scoping kick off. Mr. Defoe encouraged members of the public to submit their comments.
- Presentation on title transfer at Boise NW Irrigators Conference
- Lower River meeting on smolt survival issues and Prosser – Feb. 17, 2022
- Realty contacts to Mr. Defoe while LR out
- Mr. Petsch returned from leave

District Manager: Mr. Freeman reported regarding:

- K-Club breakfast deliveries tomorrow
- Virtual hearing Monday 2/21 elections bill. KID would testify in favor. Discussion ensued.
- COVID and possible reopening in March
- Strategic Planning retreat options
- Title Transfer celebration event in June
- Remote participation will be available for the NW Irrigators conference

WORKSHOP: None

EXECUTIVE SESSION: At 11:16 a.m., Mr. Freeman announced on behalf of the presiding officer that the Board would go into executive session 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). Executive session would begin at 11:20 a.m. following a short break and last approximately 20 minutes unless extended.

Members of the public were moved to the Zoom waiting room.

OPEN SESSION: At 11:40 a.m., members of the public were re-admitted, and the meeting resumed in open session.

Mr. Freeman asked to amend the agenda to add an action regarding vacation payout for an employee.

Vice President McKenzie moved to amend the agenda to add an action, Vacation Payout for an Employee. Director Ward seconded. The motion carried.

Vacation Payout for an Employee: Mr. Freeman reviewed KID’s policy regarding a cap on accrued vacation at 280 hours as of March 10 each year. Cash out options include hardship or 100 hours without hardship if agreed by Vice President McKenzie and possible with budget. One employee, Mr. McShane, will be over by 180 hours this year. Mr. Freeman noted that Mr. McShane had taken vacation during the last year but taking the remaining hours at this time would be hardship for the district. No other employees were in this situation.

Discussion ensued.

President Huffman moved to approve a non-precedent setting cash-out of 180 vacation hours for Jason McShane, one time only. Director Ward seconded. The motion carried.

At 11:52 a.m., President Huffman called for a motion to adjourn.

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

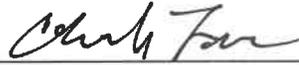
Attest:

Witness:



Gene Huffman, Board President

Minutes Approved March 15, 2022



Charles Freeman, Board Secretary

Prepared by Doris Rakowski