



**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 in progress)

**Staff Present:**

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

**Other Persons Present:**

John Crotty, Western Legal  
Two members of the public

**Vice President McKenzie moved to excuse Director Ward's absence. Director Rathbun seconded. The motion carried.**

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

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

Items on the consent agenda were:

1. Minutes, KID Board Special Meeting, February 10, 2022
2. Minutes, KID Board Meeting, February 15, 2022
3. Water On Letter to USBR
4. Easement Vacation Request – 4124 W Clearwater
5. SP-2022-0032-6424 W 1st Ave-Mustafa
6. Final Plat – Marcello Estates
7. Travel Authorization – NWRA 2022 Federal Water Issues Conference
8. Vouchers/Warrant Approval

<b>Accounts Payable:</b>				
Numbers:				
	83578	through	83579	\$ 2,421.95
	83580	through	83584	\$ 93,808.47
	83585	through	83638	\$ 332,434.05
	83639	through	83639	\$ 1,150.00
Bank Drafts	FSA			\$ 1,175.81
Bank Drafts	General			\$ 396.07
Bank Drafts	AP			\$ 294,201.27
<b>Total Accounts Payable</b>				<b>\$ 725,587.62</b>

<b>Payroll:</b>			
Numbers:			
	through	\$	-
Direct Deposit	3/4/2022	\$	143,805.38
<b>Total Payroll</b>			<b>\$ 143,805.38</b>
<b>Voided Checks:</b>			
	None	\$	-
<b>Total Disbursements</b>			<b>\$ 869,393.00</b>

**PUBLIC COMMENTS:** David Eakin, Vice President of the Brookshire Estates Homeowners Association (HOA), read a statement from the HOA President’s last correspondence to KID, expressing agreement that the proposed KID takeover of their Private Line Area (PLA) was in the best interest of both parties and should be approved. He said KID previously sent a letter saying it would go the board in January. He said the current idea was for KID to run the system as is for a year, then hook it up in 2023. He encouraged staff and the board to make it happen.

**PRESENTATIONS:** None

**PUBLIC HEARING:** None

**BOARD REPORTS:** None

**ACTION ITEMS:** None

**RESOLUTIONS:**

**Resolution 2022-20, Sole Source Purchase – Allen-Bradley VFD:** Mr. McShane presented the request to purchase the remaining electrical items needed for Cherry Creek Regional Reservoir and Pump Station’s third pump. Sole source purchasing was justified for uniformity in the pump and motor control, and because Rockwell Automation, through Columbia Electric Supply was sole distributor of Allen-Bradley PLCs in this area.

Discussion ensued regarding cost and alternate brand products.

**Vice President McKenzie moved to approve Resolution 2020-22 Authorization to Waive Competitive Bidding and Award a Sole Source Contract to Purchase an Allen-Bradley VFD from Columbia Electric Supply; pursuant to RCW 87.03.435(3)(c), with funds to come from the Capital Upgrade and Improvement Fund and authorize Charles Freeman to execute the contract. Director Rathbun seconded. The motion carried.**

**STAFF REPORTS:**

**Finance Manager:** Mr. Dezember reported regarding:

- Transition efforts with Mr. Drummond
- Doors open to customers
- Phone payment volume up, and payment by electronic check working
- Staffing for weekends in April and May

**Engineering/Operations Manager:** Mr. McShane reported regarding:

- Testing before water on

- Canal lining - fusion welding, weather concerns, startup timing, potential for two crew shifts. Discussion ensued.
- Canal preparation for startup
- Operational testing under way
- Main canal physical construction
- Pipeline installations

Vice President McKenzie suggested board members offer to help finish the lining. Mr. McShane suggested taking grills out and cooking lunch for the crews would be appreciated.

**Land & Water Resources Manager:** Mr. Defoe reported regarding the water supply forecast at the first TSA (Total Water Supply) meeting. He displayed and discussed webpages including:

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

Mr. Defoe also reported regarding:

- Title Transfer: Quit Claim Deed filed and recorded with Benton County Assessor. Waiting for transfer of all KID records from USBR. Other final steps.
- Central Storage comments and EIS scoping period ended Friday. Reviewing comments and questions and working on scope.

**District Manager:** Mr. Freeman reported regarding:

- NWRA Irrigation Caucus. Mr. Freeman to author paper on impact of smoke on agricultural products for possible use with the Farm Bill. Discussion ensued.
- WSWRA meeting – March 16<sup>th</sup>

Mr. Freeman said this was Mr. Drummond's last board meeting. Director Hanberg thanked Mr. Drummond and said we would miss him.

**WORKSHOP:** None

**EXECUTIVE SESSION:** At 9:42 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), for 30 minutes, beginning at 9:45 a.m., and ending at 10:15 a.m., unless extended. Action was possible but not expected following executive session.

Preparer's note: Director Ward joined the meeting during executive session.

At 10:15 a.m., executive session was extended for fifteen minutes.

At 10:30 a.m., executive session was extended for fifteen minutes.

At 10:45 a.m., executive session was extended for fifteen minutes.

**OPEN SESSION:**

At 11:00 a.m., the public was readmitted to the meeting.

President Huffman called for a motion to adjourn.

**Director Rathbun moved to adjourn. Director Hanberg seconded. The motion carried.**

Attest:

Witness:



Gene Huffman, Board President  
Minutes Approved April 5, 2022



Charles Freeman, Board Secretary

Prepared by Doris Rakowski