



**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

**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  
Matt Berglund, Public Relations Coordinator  
Lori Gibson, Executive Assistant to Engineering  
Doris Rakowski, Executive Assistant

**Other Persons Present:**

John Crotty, Western Legal  
Five members of the public  
Sam Spitz, KEPR Reporter

**APPROVAL OF AGENDA:** Mr. Freeman asked to add an action item to call a special meeting. Director Ward moved to approve the agenda as amended. Vice President McKenzie seconded. The motion carried.

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

Items on the consent agenda were:

1. Minutes, KID Board Meeting, May 3, 2022
2. SP-2022-0035-8001 W 10th Ave
3. SP-2022-0036-3905 S. Nelson St.
4. SUB-2022-0010-Canal Landing Pre-Plat-Canal Landing, LLC
5. SHP 2022-013-70518 E Badger Rd - Fetrow
6. Kingwood Estates Ph 1, Lot 1-Temporary Easement
7. BSP-2022-0015-10961 W Clearwater Ave-Crimson Hills Dev-DRY
8. Vouchers/Warrant Approval

**Accounts Payable:**

Numbers:

	83861	through	83906	\$ 228,303.48
	83907	through	83909	\$ 17,824.28
	83910	through	83910	\$ 19,909.34
Bank Drafts	FSA			\$ -
Bank Drafts	General			\$ -
Bank Drafts	AP			\$ 126,253.59
<b>Total Accounts Payable</b>				<b>\$ 392,290.69</b>

**Payroll:**

Numbers:

	0	through	0	\$ -
Direct Deposit			5/5/2022	\$ 164,771.66
<b>Total Payroll</b>				<b>\$ 164,771.66</b>

**Voided Checks:**

	None			\$ -
<b>Total Disbursements</b>				<b>\$ 557,062.35</b>

**PUBLIC COMMENTS: None**

**PRESENTATIONS: None**

**PUBLIC HEARING: None**

**BOARD REPORTS:** Director Rathbun reported that the meetings in Washington DC went well.

**ACTION ITEMS:**

**Call Special Meeting:** Mr. Freeman spoke about plans for the Title Transfer Celebration. Official transfer of ownership was on January 22, 2022.

Mr. Freeman reported that Representative Dan Newhouse, whose help with the process was much appreciated, was confirmed to attend as a keynote speaker. USBR Commissioner Camille Calimlim Touton had not yet confirmed. Kiel Weaver, Senior Policy Advisor of the House Natural Resources Committee, planned to speak via Zoom.

**Director Rathbun moved to call a special meeting for the Title Transfer Celebration at 2:00 p.m. on May 26, 2022. Director Ward seconded. The motion carried.**

**RESOLUTIONS:**

**Resolution 2022-28, Sole Source Purchase - CAT 657G Scraper & CAT 825 Compactor Parts:** Mr. McShane presented the request to purchase parts for maintenance purposes. Sole source purchasing was justified because Western States CAT was the only authorized distributor of CAT parts in this area. The proprietary CAT equipment and parts were the only parts that could be used on this equipment. The cost would be about \$2,400.

**Director Rathbun moved to approve Resolution 2022-28 Authorization to Waive Competitive Bidding and Award a Contract to Purchase Parts for a CAT 657G Scraper and a CAT 850 Compactor from Western States CAT; pursuant to RCW 87.03.435(3)(c), and authorize Charles Freeman, District Manager, to execute the contract, with funding for the purchase to come from the Capital Upgrade and Improvement Fund. Director Ward seconded. The motion carried.**

**Resolution 2022-29, Sole Source Purchase - John Deere 6415 Tractor Parts:** Mr. McShane presented the request to purchase parts for maintenance purposes. Sole source purchasing was justified because RDO Equipment Co. was the only authorized distributor of John Deere parts in this area. The proprietary John Deere equipment and parts were the only parts that could be used on this equipment. The cost would be about \$1,800.

**Director Ward moved to approve Resolution 2022-29 Authorization to Waive Competitive Bidding and Award a Contract to Purchase Parts for a John Deere 6415 Tractor from RDO Equipment Co.; pursuant to RCW 87.03.435(3)(c), and authorize Charles Freeman, District Manager, to execute the contract, with funding for the purchase to come from the Capital Upgrade and Improvement fund. Director Rathbun seconded. The motion carried.**

**Resolution 2022-30, Confirmation of Emergency Proclamation and Authorization to Waive Competitive Bidding Process:** Mr. Freeman reported that he declared an emergency on May 13, 2022.

He said KID shut down a good system each winter, but things break from freezing and needed to be repaired every spring. This year a utility putting in underground cable broke KID pipes repeatedly. He said early season repairs were usually caught up by this time, but KID did not know the extent of damage until the system was on.

After meeting with staff, it was decided to hire contractors to help with the excessive repairs. He noted that water had been on for a month, temperatures were rising and precipitation decreasing, but many areas were still without water.

Mr. Freeman asked the Board to pass the resolution, consistent with Policy 4.12, Emergency Authority, Construction Work, and RCW 87.03.435(b), and Procedure 2.13, General Purchasing.

Mr. Freeman said the group that appeared to have caused much of the damage was working on a franchise agreement with City of Kennewick but had been asked to stop their Richland installation recently.

Mr. McShane showed photos and spoke about the process of locating and fixing breaks. He said some cracks might not become evident for several days. He said some breaks might only take hours to find and fix, but others could take days to track down and repair.

In response to a question from Director Griffin, Mr. McShane said the other party would have to relocate their conduit.

In response to a question from Director Ward, Mr. Freeman said KID's independent contractors would work on places that were known to have been broken by the contractor. Bills would be forwarded to the party responsible for the break.

Mr. McShane said the damage this year was equivalent to three- or four-years' work for similar problems in the past. He spoke about typical damage found every spring. He said operational testing using stored water had allowed some problems to be found and repaired in March. KID's storage projects would provide the ability to test more areas in future years.

Mr. McShane spoke about the pipeline replacement program.

In response to a question from Director Griffin, Mr. McShane said the distance damage could extend in pipes sometimes depended on whether joints were made with gaskets or solvent welded. Cracks might stop at gaskets but extend further if pipes were solvent welded.

Mr. McShane confirmed to Director Rathbun that staff was currently checking contractor availability. He said the economy was strong in our community and contractors were busy, but one contractor was already mobilizing today.

**Vice President McKenzie moved to approve Resolution 2022-30, Confirmation of Emergency Proclamation and Authorization to Waive Competitive Bidding Process. Director Rathbun seconded. The motion carried.**

#### **STAFF REPORTS:**

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

- Annual report for the State audit. Accounting was working with Engineering to review grant expenditures.
- Accounting staff returning to office three days a week
- Thank you to Customer Service for doing a great job.

**Engineering/Operations Manager:** Mr. McShane displayed the online Water Status Map and reported regarding:

- Current service outages, including about 11 systems which had not had water yet this year
- WaterSMART grant funding for main canal lining
- Multiple crews working and temporary labor hired

**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. Storage at 111% of average. Last week there was a 27,000 AF flow release for smolt out-migration.
- nracs.usda.gov - Washington SNOTEL Current Snow Water Equivalent % of Normal map. Snow Water Equivalent above average throughout Washington.
- 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:

- Central Storage Environmental Impact Statement (EIS). Cultural work was waiting for the farmer to complete grass seed harvest.
- Realty inquiries would be taken to the Realty Committee
- Mr. Petsch was catching up on GIS projects and creating a GIS Comprehensive Plan

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

- Washington DC trip for National Water Resources Association (NWRA) Federal Water Issues event. Meetings with USBR, Representative Schrier, and Representative McMorris Roberts. Introductions and “Welcome to KID” magazines to new congressional staff members. Virtual meeting with Cantwell’s staff.
- Washington State Water Resources Association (WSWRA) meeting – May 18<sup>th</sup>
- Staff turnover, salary survey, and planning for 2023 budget
- WaterSMART, Build Back Better, Infrastructure Act and earmarks

Director Rathbun thanked Customer Service and Mr. Berglund for outreach and keeping people informed.

**WORKSHOP:** None

**EXECUTIVE SESSION:** At 9:54 a.m., Mr. Freeman announced on behalf of the presiding officer that the Board would go into executive session at 10:00 a.m. 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 approximately 30 minutes following a short break, reconvening at 10:30 a.m. unless extended.

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

**OPEN SESSION:** At 10:30 a.m., the public was re-admitted, and open session resumed.

There being no further business, President Huffman called for a motion to adjourn.

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

Attest:

Witness:



Gene Huffman, Board President  
Minutes Approved June 7, 2022



Charles Freeman, Board Secretary

Prepared by Doris Rakowski