



Minutes

President Huffman called the meeting to order at 9:05 a.m. and Mr. Freeman called roll.

Directors:

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

Staff Present:

Charles Freeman, District Manager
Jason McShane, Assistant District Manager
Seth Defoe, Land and Water Resources Manager
Ben Woodard, Engineering and Operations Manager
Lori Gibson, Executive Assistant
Melissa Olheiser, Accounting Supervisor
Matthew Berglund, Public Relations Coordinator

Other Persons Present:

John Crotty, Western Legal

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

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

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

The consent agenda items were:

1. 1200 W 22nd Ave – Easement Agreement
2. Confirm Job Description – GIS Administrator
3. Minutes, KID Board Meeting, November 21, 2023
4. Minutes, KID Board Meeting, December 5, 2023
5. Vouchers/Warrant Approval

Accounts Payable:

Check Numbers:

	86513	through	86513	\$	2,000.00
	86514	through	86562	\$	231,262.57
Bank Drafts	FSA			\$	-
Bank Drafts	General			\$	-
Bank Drafts	AP			\$	96,326.68
Total Accounts Payable				\$	329,589.25

Payroll:

Check Numbers:	34420	through	34421	\$	1,000.00
Direct Deposit		12/5/2023		\$	157,744.14
Total Payroll				\$	158,744.14

Voided Checks:

\$ -

Total Disbursements

\$ 488,333.39

PUBLIC COMMENTS:

Nancy Lisher, owner of 3018 Lesa Marie Court, addressed the Board and shared concerns she had regarding the state of the KID property in Lorayne J. Mr. Freeman assured her that KID operations would

PRESENTATIONS: None

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS: None

RESOLUTIONS:

Resolution 2023-48 Authorization to Enter into a Participation Agreement and Memorandum of Understanding with U.S. Department of Interior Bureau of Land Management: Mr. Woodard presented this resolution. He explained that wildfires greater than 300 acres are becoming more frequent in the Horse Heaven Hills area, with seven occurring in the last 10 years. He explained that controlled burns are an effective way to prevent these fires. Staff recommends approval of the Agreement to allow BLM onto KID property to perform the controlled burns. Vice President McKenzie inquired if the Main Canal has been lined in this area and Mr. Woodard responded that it had. Mr. McShane explained that controlled burns can hopefully prevent damage to our lining from flying embers. Mr. Crotty explained that we added indemnity to the agreement to avoid any liability to KID for possible damage caused by the controlled burns.

Director Ward moved to approve Resolution 2023-48 Authorization to Enter into the Participating Agreement and Memorandum of Understanding with U.S. Department of Interior Bureau of Land management and affirm execution of the Agreement by Charles . Vice President McKenzie seconded. The motion carried.

Resolution 2023-55 Sole Source Purchase of Rubicon Gate and Batteries: Mr. Woodard presented this resolution. He explained the introduction and history of the use of Rubicon gates at KID. He stated that staff has found that there is no other manufacturer of gates that has the specifications needed to insure the continued superior level of operation, and reminded the Board that Rubicon Water is the sole provider of these gates and their replacement parts.

Director Ward moved to approve Resolution 2023-55 Authorization to Waive Competitive Bidding and Award a Contract to Purchase of Rubicon Automated Control and Metering Gate and Batteries; Pursuant to RCW 87.03.435 (3)(c), and affirm executive of the purchase contract by Charles Freeman, District manager, in an amount not to exceed \$16,200 plus tax with funding for the purchase to come from the Drought Fund and the \$5,350.00 plus tax from the Operating Fund. Vice President McKenzie seconded. The motion carried.

Resolution 2023-56 Sole Source Purchase of Endothall: Mr. Woodard presented this resolution, explaining that UPL NA Inc is the sole manufacturer of Endothall and the chemical is only distributed directly from the manufacturer in totes. He added that KID will receive a 5% discount if the purchase is completed in December.

Director Ward moved to approve Resolution 2023-56 Authorization to Waive Competitive Bidding Award a Sole Source Contract to Purchase Endothall Aquatic Herbicide Formulation from UPL NA Inc.; pursuant to RCW 87.03.535(3)(c), and authorize Charles

Freeman, District Manager, to execute said contract. Vice President McKenzie seconded. The motion carried.

STAFF REPORTS:

Finance Manager: Mr. Dezember reported regarding:

- Foreclosures – currently 10
- Open positions
- Inventory

President Huffman inquired if we had researched air tags for KID equipment. Mr. Freeman said we were researching this as one of the options.

Engineering/Operations Manager: Mr. Woodard reported regarding:

- NPDES Aquatic Permit
- Acquisition of new maintenance trucks
- Assura
- Engineering Technician
- Tree removal in preparation for canal lining
- Fabrication
- Canal lining delay due to precipitation
- Engineering designs for operations projects

Vice President McKenzie inquired if Rubicon started a parts distribution warehouse in the United States. Mr. Woodard replied that Rubicon is now assembling the gates in California.

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 Diagnostic Discussion (ENSO) (currently El Nino Advisory)

President Huffman inquired if rain going into the ground helps with return flows. Mr. McShane explained that snow water equivalencies will melt off into the reservoirs.

Mr. Defoe also reported regarding:

- SEPAs currently in process
- Central Storage Modeling project

Assistant District Manager: Mr. McShane reported regarding:

- YRBWEP workgroup meetings last week regarding the anticipated drought
- Funding and scope of work for ground water study in Badger Coulee

Vice President McKenzie inquired regarding emphasizing the drought in the workgroup presentation. Mr. Freeman explained that KID will increase its public outreach in this regard.

District Manager: Mr. Freeman expressed his congratulations toward Mr. McShane for his appointment to the Kennewick City Council.

He reported regarding:

- WSWRA meeting will be virtual on December 20.
- Security procurement and increased monitoring at the campus and project sites
- Family Farm Alliance vs. Joint Board involvement

WORKSHOP: None

Note: *Director Rathbun joined the meeting at 9:50 a.m.*

EXECUTIVE SESSION: At 9:51 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 approximately 35 minutes, beginning at 9:55 a.m., unless extended.

There were no members of the public in attendance on Zoom.

At 10:30 a.m., executive session was extended until 10:48 a.m.

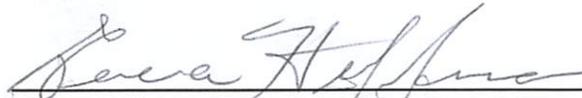
OPEN SESSION: At 10:48 a.m., open session resumed.

President Huffman called for a motion to adjourn.

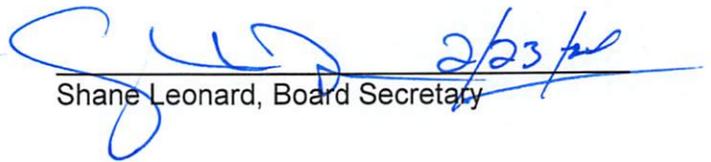
Vice President McKenzie moved to adjourn at 10:48 a.m. Director Ward seconded. The motion carried.

Attest:

Witness:



Gene Huffman, Board President
Minutes Approved February 20, 2024



Shane Leonard, Board Secretary

Prepared by Lori Gibson