



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
Arland Ward
Griffin Hanberg

Staff Present:

Charles Freeman, District Manager
Jason McShane, Assistant District Manager
Stuart Dezember, Comptroller/District Treasurer
Seth Defoe, Land and Water Resource Manager
Ben Woodard, Engineering and Operations Manager
Lori Gibson, Executive Assistant
Melissa Olheiser, Accounting Supervisor
Kim Scharnhorst, Executive Assistant

Director Absent:

Kirk Rathbun

Other Persons Present:

John Crotty, Western Legal

Vice President McKenzie moved to excuse Director Rathbun from attendance at the meeting. 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.

Items on the consent agenda were:

1. Minutes, KID Board Meeting, December 19, 2022
2. Minutes, KID Board Meeting, January 3, 2023
3. Minutes, KID Board Meeting, January 17, 2023
4. Minutes, KID Special Board Meeting, January 18, 2023
5. SPA 20-28 – 3113 W 7th Ave Kennewick – Irrigation Facilities Easement Agreement
6. BSP-2022-0022 – 6100 W Brinkley Rd – Easement Vacation
7. Lorayne J Ranch No.1 Plat Amendment
8. Travel Authorization – NWRA Federal Water Issues Conference
9. Revised Travel Authorization – Israel Water Education & Trade Tour
10. January 2023 Customer Account Adjustments
11. Vouchers/Warrant Approval

Accounts Payable:

Numbers:

	85001	through	85001	\$	1,008.10
	85002	through	85052	\$	102,657.49
	85053	through	85057	\$	102,459.05
	85058	through	85115	\$	132,635.57
Bank Drafts	FSA			\$	1,678.81
Bank Drafts	General			\$	4,139.82
Bank Drafts	AP			\$	128,659.56
Total Accounts Payable				\$	473,238.40

Payroll:

Numbers:

	0	through	0	\$	-
Clothing Allowance			1/24/2023	\$	17,205.87
Direct Deposit			1/5/2023	\$	156,416.07
Total Payroll					\$ 173,621.94

Voided Checks:

	None			\$	-
Total Disbursements					\$ 646,860.34

[Note: Director Rathbun joined the meeting at 9:02 am]

PUBLIC COMMENTS: None

Presentations:

Draft Financial Reports, December 2022: Mr. Dezember presented highlights of the draft report pages, including:

- Draft Balance Sheet, as of December 31, 2022
- Draft Balance Sheet – Comparative, as of December 31, 2022
- Draft Statement of Revenues & Expenditures - Budget to Actual, Period ending December 31, 2022
- Draft Fund Balance, as of December 31, 2022
- Cash Investment Report, as of December 31, 2022
- Loans Payable, as of December 31, 2022

Director Rathbun moved to accept the Draft Financial Reports for December 2022. Director Ward seconded. The motion carried.

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Terril Road Pipe Extension Irrigation Upsizing:

[Note: Director Hanberg recused himself from this discussion and excused himself from the meeting.]

Mr. Woodard presented the item, explaining that KID has a draft Master Plan for the Finley area, in which this project is located, which recommends upsized pipelines along Terril Road to 12-inch. The project consists of approximately 649 feet of pipeline, and the costs to upsize the pipeline from 6-inch to 12-inch would be paid by KID. The amount requested by staff for the upsizing is \$23,746.80 plus tax.

Director Rathbun moved to approve the Terril Road Pipe Extension Irrigation Upsizing. Director Ward seconded. The motion carried.

[Note: Director Hanberg returned and rejoined the meeting.]

Confirm Job Descriptions – Engineering & Operations Manager, Engineering Manager, Operations Manager, Assistant Operations Manager, Operations Superintendent, Operations Foreman, Engineering Technician II:

Mr. Freeman presented the item. He explained that the new job descriptions fit in with the reorganization that was previously approved. He reviewed the various job descriptions and explained which were revised and which were new positions.

President Huffman moved to Confirm the Job Descriptions, including the Engineering and Operations Manager, Engineering Manager, Operations Manager, Assistant Operations Manager, Operations Superintendent, Operations Foreman, and Engineering Technician II. Director Rathbun seconded. The motion carried.

RESOLUTIONS:

Resolution 2023-07 2023 Authorized Positions and Salary Ranges, Rev 2: Mr. Dezember presented the Resolution. This Resolution reflects the position range changes for the approved job descriptions. He reviewed the various positions and the range changes recommended for each. Vice-President McKenzie inquired about the long-term increases caused by these position changes. Director Ward raised similar concerns. Mr. Dezember and Mr. Freeman assured the Board that these increases have been reviewed and that planned offsets will help control costs.

Director Rathbun moved to approve Resolution 2023-07 2023 Authorized Positions and Salary Ranges, Rev 2. President Huffman seconded. The motion carried.

Resolution 2023-08 Approval of Pressurization for Main Canal On-Demand Areas: Mr. McShane reviewed the turnout consolidation project and the on-demand delivery for these benefit areas. He explained the recommended approval methods for these service improvements. He also reviewed the payment methods available for on-demand and pressurization surcharges.

Director Ward moved to approve Resolution 2023-08 Authorization for Pressurization Project for Main Canal MP 12.0 Pump Station and Revising Resolution 2022-40. Director Rathbun seconded. The motion carried.

STAFF REPORTS:

Finance Manager: Mr. Dezember reported regarding:

- LGIP transfer to Washington Trust
- 2023 assessments – anticipate sending them out early next week
- Foreclosure status – currently 16
- Finance Committee meeting will be February 14, 2023, at 9:00 am

Engineering/Operations Manager: Mr. Woodard reported regarding:

- Appreciation was expressed to the Board for the approved job descriptions
- Southridge Upper Pressure Zone pipeline is in progress. Symphony Ridge will complete the remaining 700 feet.
- Cherry Creek Expansion (Small Scale Efficiency Grant)
- Preparing to install lining on the Main Canal, east of Bridge PR
- Currently reviewing off season priorities
- Engineering is working on designs for the Central Storage reservoir

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
- wcc.nrcs.usda.gov - Washington SNOTEL Current Snow Water Equivalent (SWE)
- cpc.ncep.noaa.gov - Monthly and Seasonal Temperature and Precipitation Outlook
- El Niño/Southern Oscillation (ENSO) Diagnostic Discussion (La Niña Advisory)
- Real Property update

Assistant District Manager: Mr. McShane reported regarding:

- Operational testing
- Positive response to KID’s new video
- Lower River meeting will be March 8, 2023, during which he will present regarding reservoirs used in New Zealand
- Meeting with Yakama Nation and the Bureau next week regarding diversions for smolt survivability
- Bateman Island Causeway breach

District Manager: Mr. Freeman reported regarding:

- Possibly of attending Irrigation Leader tour in Australia
- WSWRA legislative review is every Monday morning
- Update on Election Bill
- NPDES Permit review is due March 20, 2023

Director Rathbun expressed his appreciation for staff’s efforts at balancing inflation and the District’s need to increase wages with the District’s desire to avoid increasing the rates for the ratepayers.

WORKSHOP: None

EXECUTIVE SESSION: At 10:44 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 45 minutes unless extended. Action is possible following the executive session.

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

At 11:30 a.m., Executive Session was extended for 30 minutes.

OPEN SESSION: At 12:00 p.m., members of the public were re-admitted, and the meeting resumed in open session.

Director Rathbun moved to amend the agenda to add the Selah-Moxee Water Auction Action Item. Director Ward seconded the motion. The motion carried.


Director Ward moved to approve the SMID water bank bid award and to authorize payment to SMID of \$212,850.00 and to submit our Water Right Pre-Application to Washington Department of Ecology, and to give Charles Freeman, District Manager, the authority to negotiate a lower interest rate with Selah-Moxee Irrigation District. Director Rathbun seconded. The motion carried.

President Huffman called for a motion to adjourn.

Vice President McKenzie moved to adjourn at 12:05 p.m. Director Hanberg seconded. The motion carried.

Attest:

Witness:


Gene Huffman, Board President
Minutes Approved May 2, 2023


Charles Freeman, Board Secretary

Prepared by Lori Gibson