



Minutes

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

Directors:

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

Staff Present:

Shane Leonard, District Manager
Jason McShane, Assistant District Manager
Stuart Dezember, Comptroller/Treasurer
Seth Defoe, Land and Water Resources Manager
Ben Woodard, Engineering and Operations Manager
Lori Gibson, Executive Assistant
Matthew Berglund, Public Relations Coordinator
Mardi Perry, Executive Assistant

Other Persons Present:

John Crotty, Western Legal

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

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

The consent agenda items were:

1. BSP-2024-0007 – 5603 Ridgeline Dr
2. SP-2024-0008 – Tri City Development
3. SP-2024-0011 – Kingwood Estates Final Short Plat
4. SP-2024-0013 – 800 S Jefferson St
5. Minutes, KID Board Meeting, October 1, 2024
6. Travel Authorization – WSWRA Annual Conference
7. Travel Authorization – NWRA Annual Conference (Revised)
8. Resolution 2024-48 Project Acceptance and Release of Retainage for Public Works Contract PW2024-08 PSA 188 Pump Repair
9. Vouchers/Warrant Approval

Accounts Payable:

Check Numbers:

	87963	through	88011	\$	117,814.19
	88012	through	88013	\$	49,402.82
Bank Drafts	FSA			\$	-
Bank Drafts	General			\$	-
Bank Drafts	AP			\$	107,878.43
Total Accounts Payable				\$	275,095.44

Payroll:

Checks		\$	-
Direct Deposit	10/4/2024	\$	156,571.35
Total Payroll		\$	156,571.35

Voided Checks:

Check Numbers:

87829	VOID and Reissue	\$ (320.67)	
			\$ (320.67)

Total Disbursements

\$ 431,346.12

Prior Period Checks Voided:

None \$ -

PUBLIC COMMENTS: None

PRESENTATIONS: None

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

Approval of PC2024-56 2024 Purchase of HDPE Liner: Mr. Woodard presented this item. He explained that the price for the low bid is \$0.33/square foot, which is lower than the liner KID purchased in 2021. President Huffman inquired if we should purchase additional liner at this price for future projects. Mr. Woodard responded that the department would review the upcoming projects to determine if this would be feasible.

Vice President Rathbun moved to award Contract PC2024-56 2024 HDPE Liner Purchase to Northwest Linings and Geotextile Products, Inc. for an amount of 372,600 square feet of liner, in the amount of \$133,655.35 (including tax, with funding authorized from the Capital Upgrade and Improvement Fund, and authorize the District Manager, Shane Leonard, to execute said contract. Director Hanberg seconded. The motion carried.

Approval of PC2024-54 PSA 200 Fittings and Amiad: Mr. Woodard presented this item and said that this purchase is for parts for a consolidated pump station project, which is included in the capital plan. Mr. McShane added that this is a permanent location for the regional pump plant.

Director McKenzie moved to approve the PSA 200 Fittings and Amiad purchase in an amount not to exceed \$125,000, including tax, with funding from the Capital Upgrade and Improvement Fund, and move to authorize the District Manager, Shane Leonard, to execute Contract PC2024-54 PSA 200 Fittings and Amiad Purchase to the lowest responsible bidder. Director Hanberg seconded. The motion carried.

KIDEA Annual Commitment Letter: Mr. Berglund presented the annual commitment letter for the Kennewick Irrigation District employee Association. He reviewed the activities that were completed over the past year with the Board, and thanked the Board for their continued support. No Board action was taken.

RESOLUTIONS: None

STAFF REPORTS:

Finance Manager: Mr. Dezember reported regarding:

- Foreclosures – Currently 19

Engineering/Operations Manager: Mr. Woodard reported regarding:

- Water delivery status and shut down
- Flow testing and time trials upcoming
- O&E Committee meeting will be held in November
- Staffing update
- Drought Resiliency Grant application submitted
- Two grant reports due at the end of this month
- Assessment Roll

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
- cpc.ncep.noaa.gov – National Monthly and Seasonal Temperature and Precipitation Outlook maps, and El Niño/Southern Oscillation (ENSO) Diagnostic Discussion (currently La Nina Watch)
- Weather.gov - Local Temperature and Precipitation charts

Assistant District Manager: Mr. McShane reported regarding:

- Lower River projects and funding
- Annual IP Workshop in November
- Meeting with Chad Stuart last week regarding SOAC and subordination

District Manager: Mr. Leonard reported regarding:

- Piper Sandler meeting and KID tour in November
- WSWRA Washington/Oregon quagga muscle task force
- WSWRA Annual Conference December 4-6
- NWRRA Annual Conference November 5-8
- Water Strategies visit in December
- Travel to Washington DC anticipated in January or February
- Skagit lawsuit involving the National Marine Fisheries Service (NMFS)
- Columbia River task force

WORKSHOP: None

EXECUTIVE SESSION: None

President Huffman called for a motion to adjourn.

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

Attest:


Gene Huffman, Board President
Minutes Approved November 19, 2024

Witness:


Shane Leonard, Board Secretary

Prepared by Lori Gibson