



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
Seth Defoe, Land and Water Resources Manager
Ben Woodard, Engineering and Operations Manager
Melissa Olheiser, Accounting Supervisor
Lori Gibson, Executive Assistant
Matthew Berglund, Public Relations Coordinator
Mardi Perry, Executive Assistant

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

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

The consent agenda items were:

1. BSP-2024-0008 – 10600 Ridgeline
2. BSP-2024-0009 – 10519 Ridgeline
3. SUB-2024-0011 – Pre-Plat of Harmony Estates
4. BSP-2024-0010 – 3666 S Quay St
5. Res 2024-49 Sole Source Purchase of Rubicon Batteries
6. Res 2024-50 Sole Source Purchase of Parts for Scraper 623G
7. Res 2024-51 Project Acceptance & Release of Retainage for Public Works Contract PW2024-03 810 Booster Pump Repair
8. Res 2024-52 Project Acceptance & Release of Retainage for Public Works Contract PW 2024-01 PSA 188 Pump Modification & Evaluation
9. Vouchers/Warrant Approval

Accounts Payable:

Check Numbers:

	88014	through	88132	\$	475,447.15
Bank Drafts	FSA			\$	546.61
Bank Drafts	General			\$	1,224.35
Bank Drafts	AP			\$	123,834.09
Total Accounts Payable				\$	601,052.20

Payroll:

Checks		\$	-
Direct Deposit	10/21/2024	\$	162,231.66
Total Payroll		\$	162,231.66

Voided Checks:

Check Numbers:

\$	-
\$	-

Total Disbursements \$ 763,283.86

Prior Period Checks Voided:

None \$ -

PUBLIC COMMENTS: None

PRESENTATIONS: None

PUBLIC HEARING: None

BOARD REPORTS: None

ACTION ITEMS:

2025 Roll of Rates, Charges, and Assessments and Notice of Equalization: Mr. Leonard presented this item, explaining that the 2025 Assessment Roll would remain in his office pending the Board of Equalization on December 3, 2024.

Vice President Rathbun moved to give by publication of legal notices in the Prosser Bulletin on November 13, 2024, and in the Tri-City Herald on November 10 and 17, 2024, that the 2025 Roll of Rates, Charges and Assessments has been filed with the KID Board of Directors, and that the Board of Directors, acting as a board of equalization, will meet at 9:00 a.m. on December 3, 2024, to equalize rates and charges and assessments. Director McKenzie seconded. The motion carried.

Election 2024: Candidates: Ms. Gibson presented this item. She explained that the candidates for both Position 2 and Position 5 were unopposed, and that no election would be held. She continued that both Griffin Hanberg and Gene Huffman should be declared by the Board as elected as directors. She added that the Certificates of Election have been prepared and can be signed, sealed, and presented to Directors Hanberg and Huffman.

Director McKenzie moved to declare Griffin Hanberg elected to Director Position 2 and Gene Huffman elected to Director Position 5. Vice President Rathbun seconded. The motion carried.

STAFF REPORTS:

Finance Manager: Ms. Olheiser reported regarding:

- Foreclosures – currently 13
- Assessments
- PEBB Open Enrollment

Engineering/Operations Manager: Mr. Woodard reported regarding:

- System draining and winterization
- Project delays due to high winds
- Tree trimming and canal cleaning activities have commenced
- Canal lining project update
- Operations and Engineering Committee meeting on November 12
- Staffing update
- Assessment Roll completed

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:

- Integrated Plan update

Director McKenzie inquired regarding the status of the Kachess Dam repair. Mr. McShane explained that it is in progress.

District Manager: Mr. Leonard reported regarding:

- New NOAA survey requirements
- SOAC facilitated discussion scheduled for December 2
- NWRA Annual Conference this week in Albuquerque, New Mexico
- WSWRA conference December 4-6 in Spokane, Washington
- Irrigation Leader Workshop in January in Chandler, Arizona

WORKSHOP: None

EXECUTIVE SESSION: At 9:45 a.m., Mr. Leonard announced on behalf of the presiding officer that the board would go into executive session to consider the minimum price at which real estate will be offered for sale or lease pursuant to RCW 42.30.110(1)(c), beginning at 9:45 a.m. for approximately 30 minutes unless extended.

There were no members of the public on Zoom or in person.

At 10:15 a.m., executive session was extended for 35 minutes.

[Note: Shane Leonard excused himself from the meeting at 10:45 am]

OPEN SESSION: At 10:50 a.m., the meeting resumed in open session.

Vice President Rathbun moved to amend the agenda to add the action items “Approving Finley Ag Lease Agreement with Option to Purchase” and “2025 Pink Farms, LLC, Lease Agreement”. Director Ward seconded the motion. The motion carried.

[Note: Director Hanberg recused himself from this item and excused himself from the meeting at 11:00 a.m.]

Director Ward moved to approve the Lease Agreement with Option to Purchase with Pringle Orchards, LLC, and authorize the Board President and District Manager as signature authorities to execute the Lease Agreement with Option to Purchase with all terms and conditional contained therein. Director McKenzie seconded. The motion carried.

[Note: Director Hanberg rejoined the meeting]

Director Ward moved to approve the Lease Agreement with Pink Farms LLC and to authorize Gene Huffman, Board President, and Shane Leonard, District Manager/Secretary, to sign the lease agreement. Vice President Rathbun seconded. The motion carried.

President Huffman called for a motion to adjourn.

Director McKenzie moved to adjourn at 11:05 a.m. Director Ward seconded the motion. The motion carried.

Attest:



Gene Huffman, Board President
Minutes Approved December 16, 2024

Witness:



Shane Leonard, Board Secretary

Prepared by Lori Gibson