KENNEWICK IRRIGATION DISTRICT

Board of Directors Meeting

Tuesday, April 21, 2026, 9:00 a.m.
2015 S Ely St., Kennewick, and via Zoom

Minutes

President McKenzie called the meeting to order at 9:00 a.m. and Mr. McShane called roll.

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

Other Persons Present:
John Crotty, Western Legal

Staff Present:
Shane Leonard, District Manager (on Zoom)
Jason McShane, Assistant District Manager
Melissa Olheiser, Accounting Supervisor (Interim Comptroller/Treasurer)
Seth Defoe, Land and Water Resources Manager
Ben Woodard, Engineering and Operations Manager
Lori Gibson, Executive Administrative and HR Manager
Mardi Perry, Executive Coordinator

APPROVAL OF AGENDA: <u>Direct Rathbun moved to approve the agenda, amending it to remove Consent Agenda item #3 and add that item to the agenda as Resolution item #1. Director Ward seconded. All present voted in favor and the motion carried.</u>

BOARD REPORTS: None

CONSENT AGENDA: <u>Director Hanberg moved to approve the consent agenda. Director Ward seconded. All present voted in favor and the motion carried.</u>

The consent agenda items were:

1. Preliminary Plat – The Row at Ione
2. Res 2026-12 Project Acceptance & Release of Retainage for PW2024-07 KID Administration Building Landscaping Services
3. Minutes, KID Board Meeting, April 7, 2026
4. Vouchers/Warrant Approval

<u>Accounts Payable:</u>							
Check Numbers:							
	90638	through	90695	$	165,661.40		
	90696	through	90705	$	213,949.53		
	90706	through	90712	$	6,479.26		
	90713	through	90713	$	86,067.87		
Electronic Payments				$	155,487.93		
						$	627,645.99
Bank Drafts	AP			$	117,792.79		
Bank Drafts	FSA			$	11,645.63		
Bank Drafts	General			$	2,805.16		
						$	132,243.58
Total Accounts Payable						**$**	**759,889.57**
<u>Payroll:</u>							
Direct Deposit		4/6/2026		$	244,393.71		
Checks		None		$	-		
Total Payroll						**$**	**244,393.71**

Voided Checks:			
	None	$ -	
			$ -
Total Disbursements			**$ 1,004,283.28**

PUBLIC COMMENTS: None

PRESENTATIONS: None

PUBLIC HEARING: None

ACTION ITEMS:
Approval of Extension of Time for Reimbursement: Ms. Gibson presented this item. She explained that the employee was unable to complete CDL training due to a language difficulty. She said the six-month reimbursement would be a hardship for the employee, and staff recommended allowing the employee an additional six months to reimburse the District for the tuition expenses that were not refunded by the provider of the training.

Director Rathbun moved that an exception be made to the six-month reimbursement requirement in Policy 3.1-3 for Lawrence Libokmeto, and allow a six-month extension of time (total time of one year) for his reimbursement to KID of tuition expenses of $3,185.96 for CDL training not completed. Director Ward seconded. All present voted in favor and the motion carried.

RESOLUTIONS:
Resolution 2026-14 Project Acceptance and Release of Retainage for Public Works Contract PW2025-07 KID Campus Buildings Roof Repair: Mr. Gibson explained that an error was made in the staff report and the motion should be corrected to approve the acceptance and release of retainage for PW2025-07 KID Campus Buildings Roof Repair. She said that staff recommended approval of the resolution.

Director Rathbun moved to approve Resolution 2026-14 Project Acceptance and Release of Retainage for Public Works Contract PW2025-07 KID Campus Buildings Roof Repair. Director Ward seconded. All present voted in favor and the motion carried.

STAFF REPORTS:
Public Information Officer: Matthew Berglund was not present at the meeting.

Interim Comptroller/Treasurer: Ms. Olheiser expressed appreciation to the Board for allowing her to function as Interim Comptroller/Treasurer pending the filling of the vacant position. She reported regarding:

- Helping Hands program status
- Financial Annual Report deadline May 30

Engineering & Operations Manager: Mr. Woodard reported regarding:

- O&E Committee meeting for April to be rescheduled
- Chandler Pump Repair update

There was a discussion regarding the timing of the anticipated shutdowns and public messaging.

- Water On maintenance and repairs update
- Engineering and Operations staffing update

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
- usda.gov - Washington SNOTEL Current Snow Water Equivalent % of Normal map and graph
- noaa.gov - Monthly and Seasonal Temperature and Precipitation Outlook maps, and El Niño/Southern Oscillation Diagnostic Discussion (ENSO) (currently Final La Nina Advisory / El Nino Watch)

Mr. Defoe also reported regarding:

- TWSA currently 52%
- System Operation Advisory Committee (SOAC) meeting report
- KID Story Map (as part of Title Transfer mitigation) is now on the website

Assistant District Manager: Mr. McShane reported regarding:

- State grant for $433,000 for canal lining was awarded to KID
- WaterSMART Small System Storage grant update (next phase of the groundwater storage project)
- Water Stargrass control – hydrojetting project update
- Sunnyside Valley Irrigation District (SVID) water right lease
- Bateman Island Causeway Removal celebration Friday

District Manager: Mr. Leonard reported regarding:

- Melissa Olheiser will be Interim Conptroller/Treasurer pending filling of the position
- NWRA Federal Water Issues Conference next week

WORKSHOP: None

EXECUTIVE SESSION: At 10:06 a.m., Mr. McShane announced on behalf of the presiding officer that the board would go into executive session at 10:12 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) pursuant to RCW 42.30.110(1)(c), until 11:00 a.m. unless extended.

Members of the public were placed in the waiting room on Zoom. There were no members of the public attending in person.

At 11:00 a.m., executive session was extended for 20 minutes.

At 11:20 a.m., executive session was extended for 40 minutes.

At 12:00 p.m., executive session was extended for 10 minutes.

OPEN SESSION: At 12:12 p.m., open session resumed. There were no members of the public on Zoom or in person.

<u>Director Rathbun moved to adjourn at 12:12 p.m. Director Ward seconded. All present voted in favor and the motion carried.</u>

Attest:	Witness:
David McKenzie, Board President Minutes Approved May 5, 2026	Shane Leonard, Board Secretary