



## Minutes

Meeting of the KID Board of Directors  
 Carl W. Petersen Board Room  
 Tuesday, December 5, 2017, 9:00 a.m.

President Huffman called the meeting to order at 9:02 a.m. and Mr. Freeman called roll.

**Directors Present:**

Gene Huffman, President  
 Dean Dennis, Vice President  
 David McKenzie  
 Kirk Rathbun  
 Jim Holmes

**Staff Present:**

Chuck Freeman, District Manager  
 Kipp Drummond, District Treasurer  
 Jason McShane, Engineering/Operations Manager  
 Seth Defoe, Land & Water Resources Manager  
 Shelbea Voelker, Public Relations Coordinator  
 Jonathan Haller, GIS Analyst-Developer  
 Lori Gibson, Executive Assistant  
 Doris Rakowski, Executive Assistant

**Other Persons Present:**

Charley Bowers, KID Legal Counsel

**APPROVAL OF AGENDA:** President Huffman added an executive session to the agenda. Mr. Bowers said the Board planned to discuss with legal counsel potential litigation in the form of legal risks of a proposed action or current practice, pursuant to RCW 42.30.110(1)(i)(iii).

**Director Rathbun moved to approve the agenda as modified with an executive session. Director McKenzie seconded the motion and it carried unanimously.**

**CONSENT AGENDA: Vice President Dennis moved to approve the consent agenda. Director Holmes seconded the motion and it carried unanimously.**

On the consent agenda were:

1. Minutes, KID Board Meeting, November 21, 2017
2. Final Plat - The Meadows at Southridge - Ph. 1
3. Binding Site Plan - 17-07 Union Place
4. Vouchers/Warrant Approval

**Accounts Payable**

Numbers:

	75788	through	75838		\$ 110,687.56
	75839	through	75860		\$ 6,852.29
	75861	through	75908		\$ 170,174.13
Bank Drafts	FSA				\$ -
Bank Drafts	General				\$ -
Bank Drafts	AP				\$ 82,882.88
<b>Total Accounts Payable</b>					<b>\$ 370,596.86</b>

**Payroll**

Numbers:

	33629	through	33640		\$ 10,856.25
Direct Deposit			2017-11-20		\$ 110,500.17
<b>Total Payroll</b>					<b>\$ 121,356.42</b>
<b>Total Disbursements</b>					<b>\$ 491,953.28</b>

**Voided Checks:** None

**PUBLIC COMMENTS:** None

**PRESENTATIONS:** None

**PUBLIC HEARING:**

**Board of Equalization:** Mr. Freeman said the Board was meeting to equalize general assessments and Lorayne J. Potable System assessments. He said the hearing was to give rate payers opportunity to present evidence regarding issues with their particular assessments.

**Director Rathbun moved to open the Board of Equalization. Vice President Dennis seconded the motion and it carried unanimously.**

**Tim Mainwaring**, previous Manager of Columbia Irrigation District, said a twenty foot error on the original early-1900s survey of his property at 19<sup>th</sup> and Vancouver Street resulted in his parcel being shown as 1.14 acres. He said correcting the acreage to 1.0057 acres would reduce his assessment. Mr. Mainwaring said a survey he purchased in 1995 was not recorded and the County would not recalculate the acreage, despite having the correct dimensions. Mr. Mainwaring spoke about complications arising from the error. He said all of the property pins were visible, if KID would walk the property. He asked KID to change his parcel size.

Discussion ensued. Mr. McShane said acreage discrepancies needed to be changed at the County first. He said KID would try to help Mr. Mainwaring resolve the issue with the County.

Mr. Freeman noted that no other member of the public was present and President Huffman said the Board of Equalization would be held open until the end of the meeting.

**BOARD REPORTS:** None

**ACTION ITEMS:** None

**RESOLUTIONS:**

**Resolution 2017-47, 2017 Budget Revision I:** Mr. Drummond presented the proposed resolution and briefly reviewed the changes to the 2017 budget including:

- Transfer from Capital 431 to Operating Budget for USBR operating expense
- Transfer to Realty for Administrative Building 50 year loan repayment
- Transfers from Sale of Property tied to Elliot Lake Potable transfer, per contract with City of Kennewick
- Capturing all expenses for staff time working for Lorayne J system
- Transfer from Realty to Capital for Bob Olsen piping project loan
- Transfer of interest from Red Mt LID Loan to Capital 431
- Money from Southridge developers used to repay Bob Olsen loan principal
- Balance to repay Department of Ecology Elliot Lake drinking water loan from the Elliot Lake Operating Fund
- Salary and benefit expense for five new positions approved by Resolution 2017-07
- Salary and benefit expense for temporary positions approved by Resolution 2017-34

Mr. Drummond said all actions memorialized by this resolution were previously approved by the Board of Directors.

Discussion ensued regarding the Red Mountain loan repayments.

**Director McKenzie moved to approve Resolution 2017-47, 2017 Budget Amendment. Director Rathbun seconded the motion and it carried unanimously.**

**Resolution 2017-48, Sole Source Purchase - DemTech Wedge Welder Parts:** Mr. McShane presented the sole source request for unique, proprietary parts for the District's five DemTech wedge welders for next year as well as the current cycle. He said there were no other sources for the parts. Discussion ensued.

**Vice President Dennis moved to approve Resolution 2017-48, Authorization to Waive Competitive Bidding and Award a Sole Source Contract to Purchase Dem Tech Wedge Welder Parts, pursuant to RCW 87.03.435(3)(c). Director Rathbun seconded the motion and it carried unanimously.**

**STAFF REPORTS:**

**Finance Manager:** Mr. Drummond reported regarding:

- State Audit exit conference - December 15
- Year end activities including the planned final check run - December 28
- Receipt of final monies on 2013 WaterSMART grant
- Employee Reviews
- Finance Committee meeting - December 14

**Engineering/Operations Manager:** Mr. McShane reported regarding:

- Final canal lining work for 2013 WaterSMART grant
- 2016 WaterSMART grant activities
- Integrated Plan proposed legislation, which included streamlining the NEPA process
- Mr. Defoe received an award from Mid-Columbia Fisheries for excellent outreach for the Bateman Island Causeway project and Yakima Delta enhancements.
- Lower Yakima River Subcommittee meeting work on development of action plan, including wildlife and fishery enhancement, cold water refugia, water supply and Chandler Electrification
- Pursuit of WIIN Act funding for Chandler Electrification
- Construction on KID campus and negotiations with City of Kennewick regarding easement request for slope movement
- Hiring of seasonal employees
- Jamesville construction and restoration completion
- Adair Drive connections

Discussion ensued regarding WIIN Act funding.

**Land & Water Resources Manager:** Mr. Defoe displayed the usbr.gov Yakima River Basin Reservoir diagram and Yakima River 5 Reservoirs graph. He spoke about higher than usual storage levels. He displayed the usda.gov Washington SNOTEL site and spoke about snow pack. He displayed noaa.gov maps and the Temperature and Precipitation Chart for Oct 2017-Sept 2018 and spoke about the forecast. He displayed the noaa.gov Global Analysis map and spoke about the La Niña advisory and ocean conditions.

Mr. Defoe also reported regarding:

- Meeting with staff member of state-wide land use watchdog group, Futurewise, regarding KID and lower river water issues
- Meeting and tour with Tapteal Greenway and Audubon Society members.

Discussion ensued and Mr. Defoe noted that Amon Wasteway's natural condition was a dry wash, but even though it was an artificial construct, it was a habitat which the community had an interest in maintaining. He said KID had been a good steward of the resource for decades.

**District Manager:** Mr. Freeman reported regarding:

- Meeting with City of Kennewick. Letter expected regarding failure of LINK funding proposition and buy back options on the property KID sold to the City. He said the Board would need to discuss whether to buy back the property or waive sale conditions the City could not meet.
- Meeting with USBR about future modeling of KID calling on storage water - January 12
- Realty Committee met with Scott Musser regarding next steps for Finley property. He noted that KID had no holding costs for the property.
- Awards banquet - December 8<sup>th</sup> at 5:30 p.m.

**Board of Equalization, continued:** Mr. Freeman reported that no additional member of public had arrived to address the Board regarding the assessment roll.

**Director Rathbun moved to close the Board of Equalization. Director Holmes seconded the motion and it carried unanimously.**

**WORKSHOP:** None

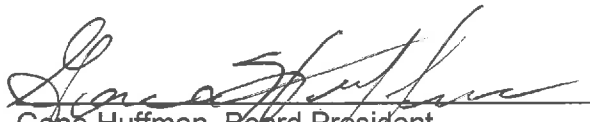
**EXECUTIVE SESSION:** At 9:59 a.m., on behalf of the presiding officer, Mr. Bowers announced that the Board would go into executive session to discuss with legal counsel potential litigation in the form of legal risks of a proposed action or current practice, pursuant to RCW 42.30.110(1)(i)(iii), for an estimated 15 minutes, following a short break.

**OPEN SESSION:** At 10:20 a.m., the meeting returned to open session.

**Director McKenzie moved to adjourn the meeting. Vice President Dennis seconded the motion and it carried unanimously.**

Attest:

Witness:

  
Gene Huffman, Board President  
Approved December 18, 2017

  
Chuck Freeman, District Manager

Prepared by Doris Rakowski