MINUTES
REGULAR BOARD MEETING – APRIL 17, 2025
BOARD OF DIRECTORS
YAKIMA-TIETON IRRIGATION DISTRICT

The Board meeting was called to order by President Ron Smith at 12:05. Present were Directors Jason Bolin, Andy Judd, Dan Keller (via zoom), Jim Milton, Secretary-Manager Travis Okelberry, Assistant Manager Brian Boyd, H.R. Safety Manager Mandy Burkett, Project Coordinator Josh Akehurst, and Administrative Assistant Laurie Beth Hood. Norman Semanko of Parsons Behle & Latimer was in attendance via zoom. Mark Linbaugh joined the meeting at approximately 1:30 p.m. via zoom.

There were no public comments.

A motion was made by Director Judd, seconded by Director Bolin, and passed, to approve the following Consent Items:

a. Approve April 17, 2025 Board Meeting Agenda
b. Review/Approve March 13, 2025 Regular Board Meeting Minutes
c. Review/Approve March 31, 2025 Special Board Meeting Minutes
d. Payroll for March 2025 - $134,460.99

A motion was made by Director Judd, seconded by Director Milton, and passed, to approve the regular bills for March 2025 in the amount of $189,484.96.

A motion was made by Director Bolin, seconded by Director Judd, and passed, to approve the special bills, pending review:

(F) - Fire

a. (F) TriPly Construction - $11,869.57
b. (F) TriPly Construction - $257,885.11
c. (F) TriPly Construction - $45,441.74

TOTAL: $315,196.42

The Manager reported on the March 2025 budget, which included Renewable Energy Credits and assessments received by the office.

A motion was made by Director Judd, seconded by Director Milton, and passed, to approve Resolution 2025-10, amending the assessment roll.

A motion was made by Director Milton, seconded by Director Judd, and passed, to approve Resolution 2025-11, approving the 2025 contract with RH2 for general Engineering services.

The 2024 Cowiche/Orchard Renewable Energy Credits (RECs) were sold by RFP to the highest bidder (3Degrees Group Inc), which amount to $23,456.64 and will be captured under power revenue in the Budget.

The NWRA D.C. conference update was postponed until Mark Limbaugh joined the meeting at 1:30 p.m. via zoom.

A motion was made by Director Bolin, seconded by Director Judd, and passed, to approve Manager attendance at the NWRA Tri-State Meeting in Klamath Falls, Oregon, on May 13-14, 2025.

The Manager gave an update on the YTID Hazard Mitigation Plan. He has been working with Yakima County to get this plan FEMA approved, however, this program is currently on pause, so the completion date for the mitigation plan will be pushed back from the original April 30th timeline.

Mandy Burkett gave the H/R and Safety report:

a. Policies & procedures – The H.R. Manager is waiting for the final review of the employee manual.
b. Safety committee report/updates.
c. Employee relations: There have been three new hires:
    a. Jonas Shipley: Maintenance crew
    b. Shane Nelson: Spray Tech
    c. Charles Marshall: Ditch Rider

O & M Projects with Brian Boyd:

1. Maintenance activities – Crew has been working on projects/line breaks in the system (Pecks Canyon was mentioned) as well as completing maintenance work orders.
2. Jacobs is looking at options to an stabilize area affected by a slide (located near the swing gate).
3. A motion was made by Director Bolin, seconded by Director Milton, and passed, to approve the purchase of a used 2014 Dodge 3500 from McKenna Motors, in the amount of $28,990.00.
4. YTID hydros have been running in conjunction with the Frost events and have had no issues.
5. Project Coordinator Akehurst has been working on the following:
    a. Chetu program for timecards and work orders via laptop/computer - The crew started training the third week in April.
    b. On the new YTID website there is a link for water users to create an account to get emergency notifications.
    c. The new online point & payment system should be up and running by the end of April/May 2025.
    d. The Emergency Notification System: YTID customers will be required to opt-in/sign up to receive emergency notifications.
    e. Josh walked the canal looking at the flow stations for Rubicon in order to obtain automation quotes for the headworks and spillway gates.
    f. The log boom diverter screen has been successfully installed.
    g. Tri-ply construction has completed the canal cover installation, with the exception of 594'. This last portion of covers will be completed in the fall of 2025.

Manager Report with Travis Okelberry:

1. TWSA water forecast has improved slightly since March, as the pro-ration level increases from 48%-58%. SOAC meeting discussions included star grass mitigation in the lower river and the concern that there will not be enough water for pulse flows.
2. The Manager recruited Board members to be a part of the 2025 Collective Bargaining Agreement negotiations. Directors Smith and Bolin will participate.
3. The Manager updated the Board regarding changes at the Bureau of Reclamation and noted that both Wendy Christensen and Jennifer Carrington took early retirement. Overall, the Bureau has lost 150 employees from the region. The 4M EXM funding is now unfrozen, so talks can resume regarding obtaining this funding source.
4. FEMA's BRIC program is at risk of being scrapped. Even with a FEMA approved Hazard Mitigation Plan, support from them will be challenging.
5. French Canyon Dam Raise update- Jacobs will proceed with the R.F.P. for contractor bids.
6. Retreat Fire update:

    a. Emergency pipe Bridge: The emergency pipe bridge will be arriving May 1st, 2025. The Assistant Manager is looking at contractors to coat the bridge to keep it from rusting after it arrives.

    b. Debris fences: The BAER team has recommended two sites for this fencing at Site 1 & 2, and both have been approved by NRCS at a 25/75 cost share for the District. YTID will have 220 days to complete the debris fences once a contract is signed.

    c. The Department of Ecology is willing to evaluate and assist water users interested in drilling drought wells for use in case of another emergency in the future.

7. Community Engagements: The Manager will speak to growers once all State and Federal funding sources have been secured. At that point, the district will have a more specific financial "ask" required to complete the canal replacement project.

8. French Canyon Dam raise update:

    a. YTID is in ongoing discussions with Reclamation and fisheries folks regarding the BA. At risk of another 1-year project delay.

b. The RFP was issued to obtain bids for the French Canyon Dam raise project. Bids will be opened on May 2nd. These bids will be presented to the Board at the May 15th meeting.

9. Main Canal Replacement Project:

d. Update: The Manager is collaborating with stakeholders via YTID Stakeholder Task Force. The letter of support requesting EXM funding was signed by all congressional delegates and has been delivered to Secretary Burgum with the Interior. It's currently working through the internal approval/support process with Reclamation.

b. YTID is in the State Capital budget write-in for $15M Disaster relief curtesy of Senator Schoesler. It has passed the Senate and is now in the House.

Jacobs Engineering Update:

a. The Manager reviewed the Retreat FIRE Cashflow Spreadsheet with the Board.

b. Canal Replacement – Jacobs is currently developing an estimate & schedule and wants the District to begin going out for bids for engineering services and CMGC contractor selection.

c. Todd Hunziker will be out of town from May 4th -21st.

Mark Linbaugh entered the meeting at approximately 1:30 p.m. The Draft of the Congressional and Agency meetings for the WA. D.C. trip on April 28th – May 1st, 2025 was provided and discussed.

At approximately 1:16 p.m., President Smith declared that the Board would go into Executive session to discuss and review Staff Salaries in accordance with RCW 42.30.110, Real estate matters in accordance with RCW 42.30.110 (1) (b) and Legal Matters in accordance with RCW 42.30.110 (l)(i), to discuss legal and real estate matters with legal counsel representing the agency, matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. (iii) Litigation or legal risks of a personal action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency. The duration of this executive session would be 15 minutes or until Mark Limbaugh joined the Board meeting via zoom. At approximately 1:30 p.m. Mark Limbaugh joined the regular meeting, and the Executive session was paused.

When Mark Linbaugh entered the meeting, the Draft of the Congressional and Agency meetings for the WA. D.C. trip on April 28th – May 1st, 2025 was provided and discussed with the Board.

At approximately 1:55, The Executive session resumed and would be concluded or extended by public announcement. The period of this session would be approximately 30 minutes. At 2:25 p.m. the Executive session was extended by President Smith, via public announcement, until 2:45 p.m. At 2:45 p.m. the Executive session was extended by President Smith, via public announcement, until 3:15 p.m. At 3:15 p.m., the Executive session was extended by President Smith for an additional 15 minutes. The session ended at approximately 3:28 p.m.

At 3:15 p.m. Jason Bolin left the Executive Session.

A motion was made by Director Milton, seconded by Director Judd, and passed, to ratify signing the letter from the Basin Seniors.

A motion was made by Director Milton, seconded by Director Judd, and passed, to deny the tort claim by Kieth Oliver.

There being no further business, the meeting was adjourned at 3:30 p.m. by President Smith.

RON SMITH, PRESIDENT

TRAVIS OKELBERRY, SECRETARY-MANAGER

YAKIMA-TIETON IRRIGATION DISTRICT
APRIL 2025

Check No. 13575 - 13615 & EFT No. 7000208 - 7000226

PREVIOUSLY AUTHORIZED/ END OF MONTH BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13575	MCKENNA MOTORS, INC	RAM/3500 TRUCK - prev approved	31,832.68
13576	PEAK INDUSTRIAL INC	TRAILER REPAIR - tilt deck pins	2,184.47
13577	LABORERS LOCAL #348	MONTHLY EE UNION DUES	928.00
13578	PACIFIC POWER	APRIL 2025 POWER BILL	11,705.54
13579	RON SMITH	2025 NWRA DC CONFERENCE	3,484.62
		SUBTOTAL PREVIOUSLY AUTHORIZED/ END OF MONTH BILLS:	$ 50,135.31

REGULAR BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13580	ABC FORMS, LLC	DELINQUENT NOTICE POST CARDS (10,000) bulk	939.72
13581	JASON BOLIN	NWRA MEALS/LODGING/TRANSPORT RMBST	1,232.35
13582	NC MACHINERY - HARNISH LOCKBOX	#63 CAT 420 - repair stering controls	220.44
13583	ACE/ROY'S HARDWARE	SMALL TOOLS & SUPPLIES	172.82
13584	AKLAND PUMP & IRRIGATION	SMALL TOOLS & SUPPLIES	176.64
13585	BENTON RURAL ELECTRIC ASSN.	MONTHLY POWER EXPENSE	44.41
13586	BIG STATE INDUSTRIAL SUPPLY	COOLING TOWELS CREW x12	259.07
13587	CENTRAL PRE-MIX CONCRETE	5/8 MINUS GRAVEL	242.23
13588	CINTAS CORPORATION #605	RUGS/ SHOP TOWELS/ SUPPLIES	195.98
13589	COMPU-TECH, INC	HOSTING/ IT SOFTWARE SUPPORT	482.50
13590	EDGE CONSTRUCTION SUPPLY	Replace old tools and tool-up new Ram PU stock	2,475.01
13591	FIAMO OCCUATIONAL MEDICINE	PRE-EMP/POST ACCIDENT SCREENING	130.00
13592	FOOTHILLS IRRIGATION	SUPPLIES FOR REPAIR	51.68
13593	GUARDIAN SECUTIY SYSTEMS, INC.	BUILDING SECURITY	259.20
13594	HALVERSON NORTHWEST LAW GROUP	LEGAL COUNSEL	400.00
13595	HBQ, INC.	GRAVEL (3 jobs)	1,947.50
13596	HELLIESEN LUMBER&SUPPLY CO,INC	FIRE - ANIMAL RAMPS	335.31
13597	INLAND PIPE	PIPELINE PARTS	1,475.51
13598	THE JANITOR'S CLOSET	RESTROOM SUPPLIES	42.07
13599	JOHN R. LOWE	MARCH 2025 REC DUES	300.00
13600	ONE CALL CONCEPTS, INC	EMERGENCY LOCATES	221.52
13601	O'REILLY AUTO PARTS	Shop stock/supplies and Ram PU PM	602.39
13602	OXARC, INC	BOTTLE RENTAL	41.87
13603	PAPE KENWORTH NORTHWEST	TRUCK #52 (dump trk) repair hydraulics	638.91
13604	PARSEC COMPUTER CORPORATION	PHONES/ IT SOFTWARE SUPPORT	1,988.35
13605	QUILL CORPORATION	OFFICE SUPPLIES	370.29
13606	THE REINALT-THOMAS CORPORATON	TIRES FOR MULTIPLE VEHICLES	2,792.74
13607	SIX ROBBLEES' INC	#62 EMERGENCY LIGHTS	700.11
13608	STEINS HARDWARE	TURNOUT REPAIRS	147.36
13609	U. S. CELLULAR	CELL PHONES/ VEHICLE GPS	1,180.38
13610	VERIZON	TELEMETRY	662.07
13611	WASHINGTON STATE FARM BUREAU	WA FARM BUREAU RENEWAL	120.00
13612	WILBUR-ELLIS LLC	SPRAY - RoundUp	305.73
13613	XEROX CORPORATION	APRIL 2025 PRINTER READS	184.90
13614	YAKIMA AIR COMPRESSOR	FRENCH CANYON AIR TANK SEAL	451.23
13615	YAKIMA COUNTY GIS	APRIL 2024 MONTHLY GIS	95.00
		SUBTOTAL REGULAR BILLS:	$ 21,885.29

ELECTRONIC FUND TRANSFERS (EFT)

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
7000208	AFLAC	APRIL 2025 EE PREMIUMS	503.49
7000209	CENTURYLINK	PHONES	292.56
7000210	CENTURY LINK	PHONES	164.68
7000211	CHETU INC.	APRIL 2025 CHETU INVOICING - couple more months	4,968.00
7000212	Christensen, Inc	FUEL	9,487.17
7000213	CONVERGE - ELAVON	CUSTOMER MONTHLY CREDIT CARD FEE	31.41
7000214	DEPARTMENT OF LICENSING	NEW HIRE BACKGROUND	15.00
7000215	DEPART OF RETIREMENT SYSTEMS	APRIL RETIREMENT PAYMENT	22,075.00
7000216	DEPT OF SOCIAL & HEALTH SERV	APRIL CHILD SUPPORT PAYMENT	62.00
7000217	EMPLOYMENT SECURITY DEPARTMENT	2025 Q1 PAYROLL QUARTERLY PAYMENTS	13,055.22
7000218	INTERNAL REVENUE SERVICE	APRIL IRS PAYMENTS	31,390.40
7000219	LABOR & INDUSTRIES	2025 Q1 PAYROLL QUARTERLY PAYMENTS	8,166.62
7000220	NORTHWEST LABORERS	APRIL CREW MEDICAL PREMIUMS	16,960.00
7000221	NORTHWEST LABORERS	APRIL OFFICE MEDICAL PREMIUMS	6,546.00
7000222	US BANK TREASURY DIVISION	MONTHLY SAFEKEEPING FEE	28.00
7000223	VISA-U S BANK	APRIL CREDIT CARD RECONCILIATION	7,633.76
7000224	WHOLESAIL NETWORKS	APRIL INTERNET SERVICES	550.00
7000225	YAKIMA CLEAN TEAM LLC	APRIL JANITORIAL SERVICES	585.00
7000226	YAKIMA WASTE SYSTEMS,INC	APRIL GARBAGE SERVICES	131.77
		SUBTOTAL EFTS:	$ 122,646.08
		TOTAL REGULAR BILLS & EFTs:	$ 144,531.37

TOTAL BILL AMOUNT FOR MONTH:	$ 194,666.68
LESS: PREVIOUSLY AUTHORIZED SPECIAL BILLS	$ -
TOTAL REGULAR BILLS & EFTs FOR APPROVAL:	$ 194,666.68