MINUTES
REGULAR BOARD MEETING – JUNE 12, 2025
BOARD OF DIRECTORS
YAKIMA-TIETON IRRIGATION DISTRICT

The Board meeting was called to order by President Smith at approximately at 12:04. Present were Directors Jason Bolin, Andy Judd, Dan Keller, Jim Milton, Secretary-Manager Travis Okelberry, Assistant Manager Brian Boyd, H.R. Safety Manager Mandy Burkett, Project Coordinator Josh Akehurst, Administrative Assistant Laurie Beth Hood, Larry Matson of Dept of Ecology and Norman Semanko of Parsons Behle & Latimer. Nancy Twineham of CLA attended the meeting via zoom.

There were no public comments.

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

a. Approve June 12, 2025 Board Meeting Agenda
b. Review/Approve May 15, 2025 Regular Board Meeting Minutes
c. Review/Approve May 29th, 2025 Special Board Meeting Minutes
d. Payroll for May 2025 - $135,462.12

A motion was made by Director Judd, seconded by Director Bolin, and passed, to approve the regular bills for May 2025 in the amount of $131,299.77.

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

(F) - Fire

a. (F) Northwest Pipe - $197,202.25
b. (F) Tri-Ply Construction - $298,391.86
c. USBR Storage - $187,506.87
d. (F) FC dam CH2M Hill - $48,219.25
e. CLA-accountants - $13,125.00
e. (F) Northwest Pipe- $266,717.62

TOTAL: $1,011,162.85

The Manager reported on the May 2025 budget. There had been discussion as to whether the budget had to match the assessment roll and whether amending the budget report was necessary for accurate reporting. CLA Accounting informed the Manager that this is not necessary. Budgeting is not an exact science, and we should maintain and report the adopted budget. Also, no year-end adjustments will need to be made, as a new budget will be created every year. We are currently tracking projections of the 2025 budget and are currently over budget only on the line item for the Retreat Fire.

A motion was made by Director Milton, seconded by Director Bolin and passed, to approve the following water shares transfer:

WATER SHARES TRANSFER:

		EXISTING SHARES	*TRANSFERRED SHARES*	*RESULTING SHARES*
FROM:	*171310-21003* *CAROLE DEGRAVE*	*28.0*	*-3.00*	*25.0*
TO:	*171314-34410* *NICHOLAS & SYDNEY JORDAN*	*0.0*	*+3.00*	*3.0*

The Hazard Mitigation survey link has been placed on the website for the FEMA Hazard Mitigation Plan. YTID is still working with Yakima County, the City of Tieton and The Fire District on upcoming public outreach events.

A motion was made by Director Keller, seconded by Director Bolin and passed, to amend the "extra water" availability start date from June 1st to the 15th and keep the frost water end date on June 15th to avoid potential capacity problems discussed by the Manager and Assistant Manager.

Mandy Burkett gave the H/R and Safety report:

a. YTID has had four new hires. H.R. held the 60-day review with the new spray tech. He successfully passed his first of two tests required to obtain his license. H.R. also had the 60-day review with the newest ditch rider. There are no concerns with either employee.
b. Safety – safety committee report/updates
    a. The Maintenance Supervisor is creating a checklist to use for equipment training.
    b. The Union contract was finalized and signed off on, as of June 1, 2025.

Assistant Manager and Project Coordinator report:

a. Maintenance activities: The crew is currently cleaning right of ways and conducting cathodic testing.
b. Headworks: Project Co-Ordinator Akehurst has been working with RH2 and now the headgates are currently operating on "auto."
c. Main Canal: Canal Patrolman Burson has been side patching areas on the canal that need repair.
d. Emergency pipeline repairs: The crew has dealt with a couple of emergency pipeline repairs since water delivery started.
e. Hydros: Project Co-Ordinator Akehurst states that the hydro stations are functioning well.
f. Parsec Computer has notified us that our YTID server in the office should be upgraded soon. Could be in the $10k ballpark.
g. The on-line payment system through Point & Pay is in the final stages and should be available for customer use soon.
h. Chetu update: All crews are currently working with the new electronic timecards
i. Rubicon Flow stations: Rubicon is working on site, and stations should be up and running by June 20, 2025.
j. The pipe bridge coating project is on track and running smoothly.
k. Uribe completed the tree felling project located at MP 3.8. above the slide area being monitored.

Manager Report with Travis Okelberry:

1. River Ops/TWSA Water Forecast and SOAC report- Precip for the WY is 79% of avg. Irrigation district diversions are down (81% of avg) due to the mild spring temps. Rimrock is at 78% full, Yakima basin storage is at 74% of avg and SWE is 15% of avg. This WY is being compared to 1994, 2001, and 2024. To date, this is the 4th lowest basin storage level since 1971 pulse flows released have exceeded CW availability and the USBR YFO Supervisor is counting on verbal commitments from Seniors to cover and relieve the burden from the proratable districts. The current proration rate is 43%.
2. French Canyon Dam Raise update: Still working towards BA consultation. Progress slowed due to USBR staffing cuts. YTID's portion for the project is est. $2M and the Bureau of Reclamation portion remains at $1.3M. Unlikely to keep on schedule for WY25.
3. Retreat Fire update:

    a. In the event of any future pipe bridge failures, discussions to implement an emergency plan are in the works now. The hope is to identify where YTID would be able to obtain materials in a timely manner, hire contractors for the design/install and fast-track the permitting process should the need arise.
    b. Debris fences: The total cost for the installation of these fences is estimated at $1M. The YTID portion will be around $250,000.00, per the cost share agreement. Installation could begin Summer/Fall of 2025.
    c. A motion was made by Director Bolin, seconded by Director Milton and passed, to allow the manager to release an RFP for the emergency repairs at the MP 9.1 pipe bridge. The emergency declaration could be used to bypass per Norm Semanko's advice.
    d. As he is the replacement for Tom Tebb, Larry Matson, of the Dept of Ecology, was asked to give the Board a bit of his work history/background. After some discussion, he left the meeting at approximately 1:45 p.m.
    e. Main canal replacement project:
        - Funding: The Manager suggested that the Board consider holding a workshop to plan for future repair/replacement goals and strategies, as a plan will need to be in place to protect the lower half of the canal, while the upper half is being replaced.
        - A motion was made by Director Bolin, seconded by Director Milton and passed, to approve the Manager to obtain RFP's for the Main Canal project for the following items:
            - Engineering (design)
            - Engineering (survey)
            - Geotechnical (boring)
            - Contractor (CMGC) assists with design
        - The manager will send out another water user update as soon as possible.
        - The Manager will speak to growers and water users 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.

Todd Hunziker was unable to attend the meeting to give the Jacob's Engineering report.

    f. No action has been taken on the diversion reduction proposal for Trout Unlimited, as the proposal still needs to be finalized.
    g. The CLA contract will run through the end of the 2025 fiscal year. CLA is in the process of converting the chart of accounts to BAR's coding, recording YTID processes in order to update them to comply with statutory requirements, as well as future segregation of duties to be incompliance with statutory requirements.
    h. Conversations are ongoing with KGA Inc on property acquisition.

At approximately 2:07 p.m., President Smith declared that the Board would go into Executive session to discuss personnel in accordance with RCW 42.30.110, Real estate matters in accordance with RCW 42.30.110 (1)(b) and Litigation or potential litigation 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 approximately 45 minutes and would be concluded or extended, via public announcement, at 2:45 p.m. At approximately 2:45 p.m., the executive session was extended by President Smith, via public announcement, an additional 15 minutes until 3:00 p.m. At 3:00 p.m., the Executive session was extended by President Smith, via public announcement, an additional 10 minutes until 3:10 p.m. The executive session ended at approximately 3:10 p.m.

It was the consensus of the Board to provide an additional $2.00 an hour pay increase to the Maintenance Supervisor and a $1.00 an hour pay increase to the Technical Supervisor, above the union contract increase, retroactive to June 1, 2025.

There being no further business, the meeting was adjourned at approximately 3:15p.m., by President Smith.

RON SMITH, PRESIDENT

TRAVIS OKELBERRY, SECRETARY-MANAGER

YAKIMA-TIETON IRRIGATION DISTRICT

JUNE 2025

Check No. 13657 - 13718 & EFT No. 7000242 - 7000244

PREVIOUSLY AUTHORIZED/ END OF MONTH BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13672	CH2M HILL, INC	ENGINERRING SERVICES-FIRE	71,489.23
13674	CLIFTONLARSONALLEN	ACCOUNTING SERVICES	13,125.00
13680	H.D. FOWLER COMPANY INC	SHOP STOCK-FORD REPAIR BAND	17,764.69
13693	PACIFIC POWER	JULY 2025 POWER BILL	61,610.46
13707	VISION MUNICIPAL SOLUTIONS LLC	SOFTWARE	16,796.00
		SUBTOTAL PREVIOUSLY AUTHORIZED/ END OF MONTH BILLS:	**$ 180,785.38**

REGULAR BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13665	ACE/ROY'S HARDWARE	REPLACEMENT TRIMMER HEAD	66.94
13666	AKLAND PUMP & IRRIGATION	SCREEN TURNOUT 6264	461.50
13667	AM BRANAM TOOLS, INC	SHOP TOOLS - BATTERY TESTER	518.28
13659	AT&T MOBILITY	HEADGATES/SIM FOR ROUTER	34.13
13668	BENTON RURAL ELECTRIC ASSN.	POWER EXPENSE	105.46
13669	C & H HARDWARE	TOOLS & SUPPLIES	18.17
13670	CENTURYLINK	PHONES	85.38
13671	CHETU INC.	JUNE 2025 INVOICING	4,968.00
13673	CINTAS CORPORATION #605	RUGS/SOAP	174.22
13675	COMPU-TECH, INC	HOSTING FEE	1,230.00
13676	E R BALANCING SERVICE INC	ALIGNMENT OF PUMPS	1,670.76
13677	EAGLE MACHINE	PIPELINE/TURNOUT REPAIR PARTS	1,368.00
13678	EDGE CONSTRUCTION SUPPLY	WIRE WHEELS FOR CLEANING PIPE	241.14
13679	FIAMO OCCUATIONAL MEDICINE	PREEMPLOYMENT SCREENING	355.00
13681	HALVERSON NORTHWEST LAW GROUP	LEGAL FEES	2,230.70
13682	HBQ, INC.	FILL GRAVEL FOR PROJECTS	465.70
13683	HELLIESEN LUMBER&SUPPLY CO,INC	SIDING AND NAILGUN FOR REPAIRS	646.63
13661	INDUSTRIAL SOFTWARE SOLUTIONS	TELEMETRY COMPUTER	7,554.60
13700	JLA SUPPLY, INC.	CANAL REPAIR	95.08
13685	JOHN R. LOWE	DUES&SUBSCRIPTIONS- JUNE 2025	600.00
13686	JULIE MCKINNON	RENEWABLE ENERGY COALITION	330.00
13687	MEBULBS LIGHTING	BUILDING LIGHTS	1,333.31
13688	MENKE, JACKSON & BEYERS	LEGAL COUNSEL	2,040.50
13689	NAPA AUTO PARTS	STEERING PUMP TRUCK#18	314.87
13690	ONE CALL CONCEPTS, INC	EMERGENCY LOCATES	217.26
13691	O'REILLY AUTO PARTS	BATTERY CORE RETURN TRUCK#5	958.80
13692	OXARC, INC	BOTTLE RENTAL	87.99
13694	PARSEC COMPUTER CORPORATION	IT HOSTING	4,259.23
13695	PITNEY BOWES	POSTAGE MACHINE LEASE	355.20
13662	POINT & PAY LLC	SETUP & EQUIPMENT FEES	1,350.00
13663	PRECISION PAVING & GRADING INC	PAVING AFTER PIPELINE REPAIR	3,785.70
13696	QUILL CORPORATION	OFFICE SUPPLIES	477.43
13697	RH2 ENGINEERING,INC	ROOF WORK/NEW PLUG VALVE	6,767.31
13698	SANGER LAW, P.C.	RENEWABLE ENERGY COALITION	1,145.00
13699	SEALANT SPECIALISTS	MATERIALS FOR CANAL REPAIR	61.97
13660	SHANE HAMPTON	LICENSE EXAM FEE	75.00
13701	SMITTY'S OUTDOOR POWER EQUIP	BRUSH MOWER #39 MAINT	134.60
13702	STEINS HARDWARE	TRIMMER LINE	72.37
13703	TACOMA SCREW PRODUCTS, INC	GLOVES/SPRAY BOTTLES	56.98
13684	THE JANITOR'S CLOSET	TOWELS FOR OFFICE RESTROOM	42.07
13704	TIRE CENTERS, INC.	PASSENGER TEMP SENSOR TRUCK#15	541.51
13705	U. S. CELLULAR	CELL PHONES/TABLETS	993.46
13664	URIBE'S TREE SERVICE, LLC	CUT TREES & SWING GATE	6,443.85
13706	VERIZON	JUNE & JULY PRIVATE VPN	542.75
13708	WEAVER DISTRIBUTING	MARKING PAINT	312.55
13709	WHOLESAIL NETWORKS	JULY25 INTERNET SVCS	1,100.00
13710	WILBERT PRECAST, INC	CONCRETE RING FOR AIR VENT	493.29
13711	WILBUR-ELLIS LLC	SPRAY	710.15
13712	XEROX CORPORATION	JUNE 2025 PRINTER READS	524.57
13713	YAKIMA CLEAN TEAM LLC	JANITORIAL	585.00
13715	YAKIMA COUNTY AUDITOR	FIRE SAFETY INSPECTION	556.05
13714	YAKIMA COUNTY GIS	MONTHLY GIS	95.00
13716	YAKIMA COUNTY SOLID WASTE DIV	PROJECT DEBRIS	687.68
13718	YAKIMA WASTE SYSTEMS,INC	GARBAGE SERVICE	131.77
13717	YAKIMA-HERALD REPUBLIC	RFQ ENG SERVICES	201.60
		SUBTOTAL REGULAR BILLS:	**$ 60,674.51**

ELECTRONIC FUND TRANSFERS (EFT)

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
7000242	DRS	RETIREMENT	21,500.23
7000243	IRS	PAYROLL TAXES	32,175.30
7000244	US BANK	SAFEKEEPING FEE	28.00
		SUBTOTAL EFTS:	**$ 53,703.53**
		TOTAL REGULAR BILLS & EFTs:	**$ 114,378.04**

TOTAL BILL AMOUNT FOR MONTH:	**$ 295,163.42**
LESS: PREVIOUSLY AUTHORIZED SPECIAL BILLS	**$ -**
TOTAL REGULAR BILLS & EFTs FOR APPROVAL:	**$ 295,163.42**