MINUTES
REGULAR BOARD MEETING – AUGUST 14, 2025
BOARD OF DIRECTORS
YAKIMA-TIETON IRRIGATION DISTRICT

The Board meeting was called to order by President Smith at approximately at 12:00. Present were Directors Jason Bolin, Jim Milton (entered meeting at approx. 12:50 p.m.), Dan Keller via zoom, Secretary-Manager Travis Okelberry, Assistant Manager Brian Boyd, H.R. Safety Manager Mandy Burkett, Project Coordinator Josh Akehurst, Administrative Assistant Laurie Beth Hood, Norman Semanko of Parsons Behle & Latimer (via zoom), Nancy Twineham of CLA (via zoom) and Todd Hunziker of Jacobs. Rick Dieker joined the meeting at approximately 12:25 p.m.

There were two visitors: Joe Lupa of IMCO Construction and Mike Broman of Rubicon via zoom.

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

a. Approve August 14, 2025 Board Meeting Agenda
b. Review/Approve July 17, 2025 Regular Board Meeting Minutes
c. Review/Approve August 11, 2025 Special Board Meeting Minutes
d. Payroll for July 2025 - $139,622.19.

A motion was made by Director Bolin, seconded by Director Keller, and passed, to approve the regular bills for July 2025, in the amount of $146,847.76, with the correction made changing the date on the final agenda from June to July 2025.

The Manager reported on the monthly budget report and reserves. He noted that power generation is noticeably down from prior years. 5 Mil is going to be moved from savings account into the investment pool.

A motion was made by Director Bolin, seconded by Director Keller and passed, to approve Resolution 2025-12 – for payroll overpayment correction.

Resolutions 2025-13 and 2025-14 were both tabled until after the Executive session.

A motion was made by Director Bolin, seconded by Director Keller and passed, to amend Jacobs Task Order 21 for post fire emergency mitigation, to approve 50K in additional funding to continue work on the two debris fences, as well as pipe bridge repairs. Task Order 21 will be amended at the September Board meeting with specific costs.

A motion was made by Director Bolin, seconded by Director Keller and passed, to approve 50K for Jacobs to have limited notice to proceed with Engineering projects, including the Surveyor, Geotechnical Boring and Permitting. Task Order #1 will be amended for the September Board meeting with specific costs.

The Manager reported on the FEMA Hazard Mitigation plan and shared that the process is still ongoing. There have been several outreach events that did not require YTID participation. Outreach events included Yakima County, the City of Tieton and The Fire District.

Mandy Burkett gave the H/R and Safety report:

a. Mandy has been converting the AS400 payroll program over to the new Vision software program for the past three weeks. She is also working with both CLA and the Vision team to get this up and running.

b. Safety – safety committee report/updates
   1. They are conducting the end of year safety training, including but not limited to hand signal training.
   2. The fire inspector will be out to inspect the Cowiche Hydro because it was missed during the first inspection.

3. The spray tech is retaking the second spray test because he did not pass it the first time around.
4. The Assistant Treasurer position was posted on August 15, 2025.

Assistant Manager and Project Coordinator report:

a. Maintenance activities: The crew is currently adding new water deliveries per customer requests and doing maintenance on turnouts which includes the following: flushing screens, refreshing the node markers and weed eating around turnouts.
b. The crew has been assisting with patching the main canal. The fish screens were clogged up however, the issue has already been resolved.
c. There have been ongoing issues with continued Pacific Power outages caused by high winds at the hydro stations.
d. Staff are working with Jacobs to coordinate off-season maintenance with Task Order activity.
e. Project Coordinator Akehurst ordered a pre-approved sweeper for the track loader to assist with in-road clean up.
f. Storm is working with Point & Pay to finish up the customer on-line payment option and should go live soon.
g. Chetu program update: They are fine tuning the use of a CSV file to deliver timecard information directly from Chetu into Vision. The Chetu work order system is next on the agenda to get running.
h. Rubicon Flow stations: All the Rubicon canal flow stations are up and running and staff are engaging in Rubicon's web site training.
i. Headgates: Staff reported that the sensors at the fish screens are not working properly, and an investigation is underway to determine the cause.

The Nancy Twineham of CLA report was tabled until she was able to enter the meeting.

Jacobs Engineering Report: Todd Hunziker

a. Jacobs gave a follow up on the RFQ/SOQ interview. Cost estimates begin at $90M for completion of the Box Culvert on the upper canal and up to $240M including the tunnel option. Additional costs not included in the original estimates will include possible slope and drainage issues, as well as permitting costs.
b. The two debris fences should be installed by the end of November 2025.
c. A funding spreadsheet was provided showing up to date expenditures from the Rimrock Retreat fire work.
d. HLA (surveyor) and GSI (geotechnical boring) will begin work around the canal in September, moving into the canal after end of water season.

Nancy Twineham: CLA Report

a. The Assistant Treasurer position has been posted and CLA will assist in the interview process.
b. Nancy gave an update on the Vision Financial software transition
c. CLA is also assisting with the district processes and segregation of duties

Manager Report with Travis Okelberry:

1. River Ops/TWSA Water Forecast and SOAC report- The 2025 water year was unusually mild because there were few frost events or heat domes. The proration rate dropped to 40% on 08-08-2025 and storage is at 52.9% of average. Precipitation for the water year is at 77% of average. Water in storage at the 5 reservoirs is the lowest on record since 1971, therefore the carryover for 2026 could be the lowest on record.
2. The new BOR Acting Regional Director, Rolland Springer, is scheduled to visit the District on September 11, 2025, and will tour the canal with the Manager. The monthly Board meeting is scheduled for that same day.

3. Retreat Fire update:

    a. Emergency response planning: YTID continues to look at future "what ifs" with the canal and planning for potential canal failure scenarios or a tunnel collapse. Discussions are underway to implement an emergency plan to minimize water delivery disruptions while repairs can be completed. Jacobs is currently working on contractor advisory, material acquisition and permitting issues.
    b. Tri-Ply Construction invoices: Staff are meeting with Tri-Ply construction the third week in August. They will review invoices received from Tri-Ply without receipts from various businesses, food and clothing items charged on the billings. Tri-Ply Construction has been asked to provide receipts and tools for these specific items purchased.
    c. Travis is working to organize Retreat fire grant contracts and financials for CLA to populate Vision database.

4. Main canal replacement project:

    a. Funding: The Manager has submitted a $240M EXM loan request from USBR. In addition to a separate $200M request from the One Big Beautiful Bill (OB3) funds. The Manager has recently received additional support letters from DNR, Yakima County and is working on one from Rep. Dan Newhouse's office.
    b. YTID is currently in contract negotiations for Engineering services with Jacobs Engineering.
    c. Next steps for canal project is public outreach and holding an election to approve up to $80M in debt service. Meetings will be scheduled with both the growers and the water users.
    d. The Manager will engage growers and water users once State and Federal funding sources are known. At that point, the district will have needed clarity for the specific financial "ask" required to complete the canal replacement project. Funding determinations should be released Nov/Dec.

A motion was made by Director Bolin, seconded by Director Milton and passed, to approve the Manager and Board Members to attend the NWRA 2025 annual conference in Tucson Ax from Nov. 5-7.

Setting the end of season date was tabled until after the executive session.

Todd Hunziker, Rick Dieker and Nancy Twineham left the meeting at approximately 1:40 p.m.

At approximately 1:40 p.m., President Smith declared that the Board would go into Executive session to discuss 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 25 minutes and would be concluded or extended, via public announcement, at 2:05 p.m. The executive session ended at approximately 2:05 p.m.

A motion was made by Director Bolin, seconded by Director Milton and passed, to set the end of water season date for October 1, 2025

A motion was made by Director Bolin, seconded by Director Milton and passed, to approve Resolution 2025-13 – Election for Debt Service-Main Canal Replacement.

A motion was made by Director Bolin, seconded by Director Milton and passed, to approve Resolution 2025-14 – Main Canal Capacity Risk Mitigation.

There being no further business, the meeting was adjourned at approximately 2:15 p.m. by President Smith.

RON SMITH, PRESIDENT

TRAVIS OKELBERRY, SECRETARY-MANAGER

YAKIMA-TIETON IRRIGATION DISTRICT
AUGUST 2025

Check No. 13755 - 13811 & EFT No. 7000249 - 7000267

PREVIOUSLY AUTHORIZED/ END OF MONTH BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13755	VALLEY TITLE GUARANTEE	PSA ESCROW-KOEMPLE GOLDEN ACRE	75,000.00
13758	COLUMBIA INDUSTRIAL COATINGS	PIPE BRIDGE COATING	89,962.08
13762	PARSONS BEHLE & LATIMER	LEGAL FEES - multiple months	16,610.00
13771	CH2M HILL, INC	RETREAT FIRE-ENGINEERING SVCS	37,437.38
13773	CLIFTON LARSON ALLEN, LLP	ACCOUNTING SERVICES - JULY & AUGUST	40,739.13
		SUBTOTAL PREVIOUSLY AUTHORIZED/ END OF MONTH BILLS:	**$ 259,748.59**

REGULAR BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13767	ACE/ROY'S HARDWARE	SPILL WAY REPAIR	179.88
13757	AT&T MOBILITY	PHONES-COMMUNICATION	34.91
13768	BIG STATE INDUSTRIAL SUPPLY	INDUSTRIAL STRENGTH WIPES	258.55
13769	CENTURYLINK	COMMUNICATION	170.89
13770	Christensen, Inc	FUEL	5,457.43
13772	CINTAS CORPORATION #605	FACILITIES SERVICES	87.11
13774	COMPU-TECH, INC	JUL MISC OPER ASSIST&MTHLY FEE	1,130.00
13775	CONTROL SYSTEMS NW, LLC	WORK ON HYDRO COMPUTER	2,280.96
13776	DEPARTMENT OF ECOLOGY	PERMIT TO SPRAY	760.00
13777	EDGE CONSTRUCTION SUPPLY	SAFETY FOR ROOF	246.72
13759	EMPLOYMENT SECURITY DEPARTMENT	2025 Q2 UI CLAIM	164.00
13778	EUROFINS MICROBIOLOGY LAB	WATER TESTING	146.25
13779	FARWEST CORROSION CONTROL	TEST STATIONS	1,995.79
13780	FOOTHILLS IRRIGATION	UNION FOR REPAIR	30.13
13782	GUARDIAN SECUTIY SYSTEMS, INC.	SITE SECURITY	259.20
13781	H.D. FOWLER COMPANY INC	SHOP STOCK	6,830.16
13783	HALVERSON NORTHWEST LAW GROUP	LEGAL FEES - Mark Fickis, Paul Dempsey	560.65
13784	HBQ, INC.	5/8 MINUS FILL	235.42
13786	HELLIESEN LUMBER&SUPPLY CO,INC	SPILL SHED FOR CANAL	28.76
13785	HORIZON DISTRIBUTION, INC	BAGS FOR AGROUND	290.00
13787	INLAND PIPE	SHOP STOCK	1,915.82
13788	INTERSTATE ALL BATTERY CENTER	BATTERIES #48 PATCH BUGGY	346.45
13798	JLA SUPPLY, INC.	CONCRETE REPAIR FOR CANDL	61.97
13789	LABORERS LOCAL #348	AUGUST DUES	928.00
13790	MENKE, JACKSON & BEYERS	LEGAL FEES	2,417.10
13791	MORTON'S SUPPLY, INC	CATHOPIC TEST/SPILL SHED REPAI	434.61
13761	NC MACHINERY - HARNISH LOCKBOX	NEW SWEEPER	7,357.07
13792	ONE CALL CONCEPTS, INC	811 LOCATES	287.00
13793	O'REILLY AUTO PARTS	FILTER #48 PATCH BUGGY	164.56
13794	OXARC, INC	CYLINDER RENTAL	46.22
13795	PARSEC COMPUTER CORPORATION	MONTHLY TECH FEE	2,269.74
13763	PNW CDL TRAINING, LLC	CDL CLASS	4,140.00
13764	PRICE FORD	FUEL PUMP TRUCK 32	518.49
13796	QUILL CORPORATION	OFFICE SUPPLIES	286.26
13797	SANGER LAW, P.C.	RENEWABLE ENERGYU COALITION	750.00
13760	SHANE HAMPTON	SPRAY TEST	25.00
13799	SMITTY'S OUTDOOR POWER EQUIP	TRIMMER STRING	94.83
13800	STAR RENTAL & SALES	CHIPPING HAMMER	758.05
13801	STEINS HARDWARE	TRIMMER STRING	65.84
13765	THEISEN HEATING & AIR CONDIT..	AC REPAIR	283.18
13802	TIRE CENTERS, INC.	FLAT REPAIR	29.70
13803	U. S. CELLULAR	COMMUNICATIONS	2,432.49
13766	VALLEY ASPHALT SEALING INC	ASPHALT PATCH	1,969.24
13804	VERIZON	COMMUNICATIONS	349.40
13805	WESTERN MATERIALS INC	ROOF ANCHOR	27.88
13806	WHOLESAIL NETWORKS	IT DATA & EQUIPMENT	550.00
13807	XEROX CORPORATION	LEASES	173.45
13809	YAKIMA COUNTY AUDITOR	ANNUAL FIRE INSPECTION	193.35
13808	YAKIMA COUNTY GIS	JULY GIS SVCS	95.00
13811	YAKIMA WASTE SYSTEMS,INC	FACILITIES SERVICES	131.77
13810	YAKIMA-HERALD REPUBLIC	PUBLICATIONS-RFQ ENG SVCS	165.60
		SUBTOTAL REGULAR BILLS:	**$ 50,414.88**

ELECTRONIC FUND TRANSFERS (EFT)

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
7000249	AFLAC	JULY PREMIUMS	304.98
7000250	DEPART OF RETIREMENT SYSTEMS	DCP PMT	17,007.02
7000251	EMPLOYMENT SECURITY DEPARTMENT	PFML & WA CARES	3,695.83
7000252	INTERNAL REVENUE SERVICE	FIT/OASDI/FICA PMT	34,434.77
7000253	NORTHWEST LABORERS	JULY OFFICE PREMIUMS	23,268.00
7000254	PACIFIC POWER	POWER BILL - July	74,237.62
7000255	US BANK TREASURY DIVISION	MONTHLY SAFEKEEPING	28.00
7000256	YAKIMA WASTE SYSTEMS,INC	WASTE DISPOSAL	266.18
7000257	DEPART OF RETIREMENT SYSTEMS	RETIREMENT	14,319.25
7000258	DEPART OF RETIREMENT SYSTEMS	RETIREMENT	887.50
7000259	PACIFIC POWER	PACIFIC POWER AUGUST	100,419.05
7000260	NORTHWEST LABORERS	AUGUST PREMIUMS	17,648.00
7000261	PACIFIC POWER	PACIFIC POWER AUGUST	12,984.53
7000262	US BANK	AUGUST CREDIT CARD	7,632.55

7000263	NORTHWEST LABORERS	AUGUST PREMIUMS	8,620.00
7000264	AFLAC	AUGUST PREMIUMS	304.98
7000265	PACIFIC POWER	PACIFIC POWER AUGUST	71.20
7000266	US BANK TREASURY DIVISION	MONTHLY SAFEKEEPING	28.00
7000267	WASHINGTON DEPT OF REV	PAYROLL TAXES	164.00

SUBTOTAL EFTS:	$	**316,321.46**
TOTAL REGULAR BILLS & EFTs:	$	**366,736.34**
TOTAL BILL AMOUNT FOR MONTH:	$	**676,899.81**
LESS: PREVIOUSLY AUTHORIZED SPECIAL BILLS	$	**-**
TOTAL REGULAR BILLS & EFTs FOR APPROVAL:	$	**676,899.81**