MINUTES
REGULAR BOARD MEETING – DECEMBER 11, 2025
BOARD OF DIRECTORS
YAKIMA-TIETON IRRIGATION DISTRICT

The Board meeting was called to order by President Smith at approximately at 12:00 p.m. Present were Directors Jim Milton, Dan Keller, Jason Bolin, Andy Judd (entered meeting at approx. 12:20 p.m.), Secretary-Manager Travis Okelberry, Assistant Manager Brian Boyd, H. R. and Safety Director Mandy Burkett, Project Coordinator Josh Akehurst, Administrative Assistant Laurie Beth Hood, Norman Semanko of Parsons Behle & Latimer (via zoom), Todd Hunziker of Jacobs and Brittany Hughes of Jacobs & (via zoom).

There were two visitors, Ian Kern-Bishop, the new General Manager of Union Gap and Justin Hancock, Project Manager with Granite Construction (via zoom).

The Manager introduced the newly hired Assistant Treasurer, Alma Puyette. A synopsis of her professional background was presented to the Board.

A motion was made by Director Bolin, seconded by Director Keller, and passed, to declare this meeting as a Board of Equalization, to hear comments on the 2026 assessment toll and charges. (There were no comments from the public on the 2026 assessment roll.)

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

a. Approve December 11, 2025 Board Meeting Agenda
b. Review/Approve November 13, 2025 Regular Board Meeting Minutes
c. Payroll for November 2025 - $118,352.45

A motion was made by Director Keller, seconded by Director Bolin and passed, to approve the regular bills for November 2025, in the amount of $1,250,854.82, with a necessary correction to be made for the following: Voiding check number 0014089 to Ron Smith, and issuance of corrected amount on check 0014104 to correct travel expense reimbursement, reducing total amount of regular bills for November to $1,247,973.49.

A motion was made by Director Bolin, seconded by Director Milton and passed, to approve the 2026 Property/Liability/Equipment Insurance in the amount of $465,342.22.

There was no news to report on the monthly budget report as all items are within expectations.

A motion was made by Director Keller, seconded by Director Milton and passed, to approve Resolution 2025-2 (1), to ratify Siemens & Associates Geophysical Engineering Agreement in the amount of $89,235.00 pursuant to resolution 2024-17. Work is time sensitive to expedite 30% design for replacement efforts.

The Manager reported on the Hazard Mitigation planning process:
a. YTID identified too many hazards that will need to be pared down to more specific identifiable items.

The Manager reminded the board of the Department of Ecology's willingness to assist with expedited permitting for emergency wells for supply mitigation strategy effort.

The Manager gave an update on the WSWRA Conference. Director Bolin commented that the conference was beneficial and educational.

A motion was made by Director Milton, seconded by Director Keller and passed to approve attendance of the Manager to attend the 2026 Irrigation Leaders Workshop on January 20-22nd in Chandler, AZ.

It was the consensus of the Board that a Special Board meeting will be held on Thursday, December 18th, at 10:00 AM, to canvass any outstanding absentee ballots and certify the newly elected board member, as well as discuss the future for the canal replacement/repair project.

The H/R and Safety report with Mandy Burkett:

1. The Board of Directors election was held on December 11, 2025. Results of the election will be posted on the website after the required 7 day wait period, to receipt absentee ballots and obtain certification from the Board, which will be done at the Special Board meeting scheduled on December 18, 2025.
2. H/R: The Assistant Treasurer position was filled by Alma Puyette, who started work on December 1, 2025.
3. Mandy requested a clarification from the Board that the new hire for the front office will be a trainee for Administrative Assistant position and not a "temporary employee". This clarification was affirmed.
4. The Maintenance Supervisor had surgery due to his injury and is projected to be absent for approximately two weeks.
5. Assistant Manager Boyd and H.R. Safety Director Burkett will be attending training with the Washington Farm Bureau.
6. The Board was invited to the company Christmas party to be held on November 23, 2025.
7. A motion was made to amend the earlier approval to also include the Manager AND the Board members, to attend the 2026 Irrigation Leaders Workshop on January 20-22nd in Chandler, AZ.

O & M Projects report: Brian Boyd/Josh Akehurst:

a. The permanent variance was approved to remove the ROPS on the case loader, when crews are working in the canal.
b. Hydros – The surge valves work has been completed, so now the fire lines will be charged back up. The Assistant Manager will contact both Evans Fruit and Hiland Orchards and let them know after the fire lines have been charged up.
c. The Assistant Manager will be walking along the canal with Todd Hunziker, to assess damage to the canal after the "atmospheric river" rainfall event. The crew used the quads to run the canal and found downed trees and boulders, plus a great deal of water is impounding behind the canal and traveling subsurface, threatening the canal's structural stability.
d. Due to recent storms, Rimrock reservoir increased by 30K acre feet to 43%. Up from 28% last week. YB storage is currently 400kAF. 2024 was 154kAF at this time.
e. A new fire hydrant policy will be discussed at the next board meeting.
f. Project Coordinator Akehurst reported that the debris barrier construction has been completed at MP 0.8 and will be completed at MP 1.4 within the next few days. Tri-ply construction has completed the installation of the canal cover.
g. The sub-contractors, ICI, Triply Construction, Salisbury Engineering and ALC have either completed or are close to completing their respective projects. Unfortunately, Salisbury Engineering had some equipment stolen from their job site, including two generators.

Jacobs Engineering Report: Todd Hunziker

a. Task Order 21 update: Debris Barrier construction is currently underway at MP 0.8 and MP 1.4, as was previously reported on by Josh Akehurst.
b. Task Order 1, canal design update: Surveying and the geo-tech borings are complete, which will enable Jacobs to have a 30% constructible design for reach 1 completed by May 2026. Candy Carmack of the BOR informed Jacobs that the permitting process can't begin until 30% for upper-half is complete. Also, due to staff shortages, supporting the NEPA process will be challenging. Due to this, construction may not begin in the Fall of 2026 as originally hoped, unless the project can be updated to "emergency" status.
c. The Manager and Jacobs gave a presentation for the WA State PRC review board for GC/CM procurement, and it was unanimously approved.

Manager Report with Travis Okelberry:

1. No new information to report on River Ops/TWSA Water Forecast and SOAC report.
2. A motion was made by Director Keller, seconded by Director Judd and passed, to authorize the district manager to sign all documents and execute the purchase and sale agreement for the KGA property acquisition.
3. The Manager is continuing outreach to various stakeholders and government leaders to discuss the ongoing risks to the canal, elevating the urgency exacerbated by the recent atmospheric river events causing additional damage to the canal.

At approximately 1:20 p.m., President Smith declared that the Board would go into Executive session in accordance with RCW 42.30.110 (i) and RCW 42.30.110 (iii), to discuss legal counsel matters relating to agency enforcement actions, litigation, or potential litigation, and legal risks of proposed actions or current practices, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency, and Real Estate matters in accordance with 42.30.110 (1)(b) and employee matters in accordance with 42.30.110 (1)(g) The duration of this executive session would be approximately 20 minutes and would be concluded or extended, via public announcement, at 1:45 p.m. At approximately 1:45 p.m., the executive session ended.

Todd Hunziker left the Board meeting at approximately 1:20 p.m.

A motion was made by Director Milton, seconded by Director Bolin and passed, to ratify mitigation of the shelf separating above the drainage culvert at MP 3.8 by I.C.I and emergency road repairs caused by recent storm flooding, in conjunction with Resolution 2024-17.

There being no further business, the meeting was adjourned at approximately 1:47 p.m. by President Smith.

RON SMITH, PRESIDENT

TRAVIS OKELBERRY, SECRETARY-MANAGER