MINUTES
REGULAR BOARD MEETING – MAY 15, 2025
BOARD OF DIRECTORS
YAKIMA-TIETON IRRIGATION DISTRICT

The Board meeting was called to order by Vice-President Dan Keller at 12:00. Present were Directors Jason Bolin, Andy Judd, 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 and Ed Thomas of Jacobs. Norman Semanko of Parsons Behle & Latimer entered the meeting at approximately 12:10 p.m. via zoom.

There were no public comments.

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

a. Approve May 15, 2025 Board Meeting Agenda
b. Review/Approve April 17, 2025 Regular Board Meeting Minutes
c. Payroll for April 2025 - $131,957.89

A motion was made by Director Judd, seconded by Director Bolin, and passed, to approve the regular bills for April 2025 in the amount of $194,666.68.

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

(F) - Fire

a. CH2M Hill - $10,207.75
b. (F) CH2M Hill - $38,011.50
c. USBR Storage - $187,506.87
d. Northwest Pipe Co- $197,202.25
e. Tri-Ply Construction- $298,391.86

**TOTAL**: $731,320.23

The Manager reported on the April 2025 budget. Some costs are over budget due to the retreat fire, however, everything else looks like it is on track.

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

a. Add line item (105-CCWA)
b. Add line item (50-PFML)
c. Add line item (106-Commerce Grant)
d. Add line item (107-EXM Loan)
e. Adopt Assessment Roll numbers for 2025 Budget

A motion was made by Director Bolin, seconded by Director Milton and passed, to approve the following Water Transfers: (Director Judd recused himself)

| *SHARES TRANSFER* | *EXISTING SHARES* | *TRANSFERRED SHARES* | *RESULTING SHARES* |
|---|---|---|---|
| *FROM: 171434-44401* | *17.7* | *-7.7* | *10.00* |
| *TWO BLUFFS LLC* | | | |
| *TO: 171435-34402* | *15.97* | *+7.7* | *23.67* |
| *TWO BLUFFS, LLC* | | | |
| *FROM: 171327-32414* | *5.16* | *-1.5* | *3.66* |
| *FRANCISCO E. MARIN* | | | |
| *TO: 171327-24406* | *00.0* | *+1.5* | *1.5* |
| *HECTOR & SILVI MARIN BADILLO* | | | |

A motion was made by Director Bolin, seconded by Director Milton, and passed, to authorize the District Treasurer to proceed with Certificates of Delinquency for all YTID parcels subject to foreclosure in 2025 and take all necessary action, including foreclosure, to collect these amounts:

Current delinquent parcels- 181322-24405, 171330-41007,181322-24401,181322-22452, 181306-23401.

A motion was made by Director Bolin, seconded by Director Judd and passed, to authorize payment of the NWRA D.C. travel expenses for the Manager and Directors.

The manager discussed on-going fire hydrant water usage by various companies and government entities. Due to this, the Manager inquired as to whether YTID should implement a policy to cover this extra water usage. This policy could possibly require said companies and/or government entities to meter water usage and render payment to YTID. Management will create a draft policy for the board to review at the June 2025 Board meeting.

The survey link has been placed on the website for the FEMA Hazard Mitigation Plan.

Mandy Burkett gave the H/R and Safety report:

a. The policies and procedures manual is complete and is currently being reviewed by legal counsel.
b. Safety – safety committee report/updates
    a. A new employee had two incidents/accidents reported.
    b. The district hired 4 new employees last month.

Assistant Manager and Project Coordinator report:

a. Maintenance activities: The crew is currently doing trail repairs and weed eating.
b. Canal repair: On Sunday, May 11th, the crew repaired a leak the patrolman found on the canal.
c. Case Loader variance: An L & I representative visited our office to verify required postings for the on-going case loader variance that's in process. L & I then stated that the variance may not be required after all, because YTID services the agriculture industry and will keep us updated when a decision is made.
d. Repairs are being worked on for the CCWU flow meter.
e. Chetu update: All crews are currently working in the digital timecards. The program needed to be updated for vacation time entries and will be released for usage on Friday, May 16, 2025.
f. Rubicon Flow stations: System was supposed to be online as of April 1, 2025 but Rubicon has not completed the work. Project Co-Ordinator Akehurst has been in constant contact with them, working hard to get this project back on track.
g. A motion was made by Director Milton, seconded by Director Bolin, and passed to approve spending up to 100K to hire the lowest (of three) coating contractor bids, in the amount of 86K

h. and to also transport said bridges. This motion was made pending clarification of an existing warranty or satisfaction is required with the coating job. Ed Thomas of Jacobs will check this and report back to the Manager.

Manager Report with Travis Okelberry:

1. NWRA DC Conference: These meetings were effective and a good use of the district's time and monetary investment. The Board members thanked the Manager for all his hard work in preparation and execution of speeches/presentations given to the various D.C. staff.
2. River Ops/TWSA Water Forecast and SOAC report-Rimrock is at 69% capacity, with precipitation at the 5 reservoirs for May 1st today is .45" or 12% of average and 5% of the month's average. Storage at 75.8% of average.
3. Travis reminded the Board that he will be out of the office for vacation from May 19th-May 23rd.
4. Retreat Fire update:

a. Emergency pipe Bridge was discussed and voted on earlier in the meeting.
b. Debris fences: NRCS will provide 184K in technical support and 923K in financial assistance at a 75/25 percent cost share. Installation could begin Summer of 2025.
c. Uribe's Tree Service LLC was hired to cut down several trees at MP 3.8, due to the trees becoming a possible safety issue, in the amount of $6443.85.
d. French Canyon Dam raise update: The Manager let the Board know that we received and opened bids on May 2, 2025. The lowest bidder was KRCI, in the amount of $1,941,600.00. It was the consensus of the Board that the district proceeds with the dam raise, pending the BA consultation, which should be fast tracked to this month.
e. Main canal replacement project:
    - The Manager shared a letter he sent to Scott Cameron (Assistant Secretary), and Dustin Sherer (Senior Advisor), expressing gratitude for meeting with YTID staff during the NWRA D.C. Policy conference. This letter outlined the funding needs of the district over the next 18 months, as requested, to begin the following steps for the main canal project replacement: complete stabilization and repairs, hiring a contractor to assist engineers to finalize project designs/permitting and begin construction in 2026.
    - WA state awarded Yakima Tieton Irrigation District 8.5 M for Disaster relief.
f. Community outreach:
    - 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.
    - The manager will send out another water user update as soon as possible.
    - The Department of Ecology has expressed interest in outreach – WV update and HMP
    - The Manager has also found a possible funding source in the Department of Commerce Public Works Board (PWD). Their infrastructure loans, geared for water projects, have very low interest rates, currently at 1.02%.

At approximately 1:40 p.m., Vice- President Keller 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 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 20 minutes and would be paused at 2:00 p.m. for a pre-arranged conference call with the Manager, with the Executive session to resume after said conference call. After the 2:00 p.m. conference call, at approximately 2:15 p.m., the executive session was extended by Vice President Keller, via public announcement, until 2:45. At 2:45 p.m., the Executive session was extended by Vice President Keller, via public announcement, until 3:05 p.m. At 3:05 p.m., the Executive session was extended by Vice President Keller, via public announcement, until 3:25 p.m. At 3:25 p.m., the Executive session was extended by Vice President Keller, via public announcement, until 3:35 p.m. At 3:35 p.m., the executive session was

extended by Vice President Keller, via public announcement, until 3:40 p.m. The executive session ended at approximately 3:40 p.m.

Both Brian Boyd and Ed Thomas left the Executive session at approximately 3:25 p.m.

There being no further business, the meeting was adjourned at approximately 3:42 p.m., by Vice- President Keller.

DAN KELLER, VICE-PRESIDENT

TRAVIS OKELBERRY, SECRETARY-MANAGER

# YAKIMA-TIETON IRRIGATION DISTRICT

## MAY 2025

**Check No. 13616 - 13657 & EFT No. 7000227 - 7000241**

### PREVIOUSLY AUTHORIZED/ END OF MONTH BILLS

| CHECK NO. | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|
| 13618 | NORTHWEST PIPE COMPANY | Emergency Pipe Bridge - Retreat Fire 2024 | 197,202.25 |
| 13619 | TRI-PLY CONSTRUCTION, LLC | Lower Canal Covers - Retreat Fire 2024 | 298,391.86 |
| 13620 | BUREAU OF RECLAMATION | USBR 2025 Storage Assessment | 187,506.87 |
| 13621 | CH2M HILL, INC | Engineering - French Canyon & Retreat Fire | 48,219.25 |
| 13633 | CLIFTONLARSONALLEN | ACCOUNTING SERVICES - 2024 SAO Report | 13,125.00 |
| 13643 | NORTHWEST PIPE COMPANY | Emergency Pipe Bridge - Retreat Fire 2024 | 266,717.62 |
| | | **SUBTOTAL PREVIOUSLY AUTHORIZED/ END OF MONTH BILLS:** | **$ 1,011,162.85** |

### REGULAR BILLS

| CHECK NO. | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|
| 13616 | JASON BOLIN | NWRA Meals/Lodging/Transportation - Retreat Fire 2024 | 1,242.87 |
| 13617 | DAN KELLER | NWRA Meals/Lodging/Transportation - Retreat Fire 2024 | 1,615.81 |
| 13622 | VALLEY TITLE GUARANTEE | Water Share Transfer | 379.05 |
| 13623 | LABORERS LOCAL #348 | MONTHLY EE UNION DUES | 870.00 |
| 13624 | PACIFIC POWER | May 2025 Power Bill | 25,183.44 |
| 13625 | U. S. CELLULAR | CELL PHONES/ VEHICLE GPS | 1,430.66 |
| 13626 | AT&T MOBILITY | HEADGATES/ SIM FOR ROUTER | 65.40 |
| 13627 | PARSONS BEHLE & LATIMER | Legal Counsel | 3,348.52 |
| 13628 | ACE/ROY'S HARDWARE | Small Tools & Supplies | 125.80 |
| 13629 | AKLAND PUMP & IRRIGATION | Solenoid for Timers | 213.70 |
| 13630 | CARBONATED CARPET SOLUTIONS | Carpet Cleaning | 315.00 |
| 13631 | CHETU INC. | May 2025 Chetu Invoicing | 5,184.00 |
| 13632 | CINTAS CORPORATION #605 | RUGS/ SHOP TOWELS/ SUPPLIES | 285.55 |
| 13634 | EAGLE MACHINE | Pipeline/Turnout Repair - Valve Seats | 1,882.68 |
| 13635 | FOOTHILLS IRRIGATION | Small Tools & Supplies | 26.57 |
| 13636 | H.D. FOWLER COMPANY INC | SHOP STOCK/SUPPLIES - Gate Valves | 11,877.56 |
| 13637 | GUARDIAN SECUTIY SYSTEMS, INC. | Building Security | 259.20 |
| 13638 | HALVERSON NORTHWEST LAW GROUP | Legal Counsel | 4,849.75 |
| 13639 | HELLIESEN LUMBER&SUPPLY CO,INC | Supplies for Canal Repairs - side panel patching | 939.86 |
| 13640 | INLAND PIPE | Small Tools & Supplies | 1,346.94 |
| 13641 | THE JANITOR'S CLOSET | Restroom Supplies | 59.65 |
| 13642 | MENKE, JACKSON & BEYERS | Legal Counsel | 79.50 |
| 13644 | ONE CALL CONCEPTS, INC | Emergency Locates | 197.38 |
| 13645 | O'REILLY AUTO PARTS | Brakes-Truck #6 & #8; Small Tools & Supplies | 949.06 |
| 13646 | PARSEC COMPUTER CORPORATION | PHONES/ IT SOFTWARE SUPPORT | 197.40 |
| 13647 | RUSSELL CRANE SERVICE, INC. | Crane Permits and Rental (unload emerg pipe)- Retreat Fire 2024 | 1,518.48 |
| 13648 | SEALANT SPECIALISTS | Canal Repairs - Quanzit hut leak | 132.45 |
| 13649 | STEINS HARDWARE | Turnout Timer Materials | 4.10 |
| 13650 | TIRE CENTERS, INC. | Small Tools & Supplies - Tires for Light Towers 54&55 | 509.00 |
| 13651 | TRI-STATE SUPPLY CO | Small Tools & Supplies - Diaphragm Gaskets | 1,349.63 |
| 13652 | VERIZON | Telemetry | 156.08 |
| 13653 | WASHINGTON STATE FARM BUREAU | Annual Renewal | 767.35 |
| 13654 | WILBUR-ELLIS LLC | Spray for Right of Ways | 693.47 |
| 13655 | YAKIMA CHRYSLER,DODGE,JEEP | Routine Maintenance - 2013 Ram 1500 TRK #15 | 887.24 |
| 13656 | YAKIMA COUNTY GIS | May 2025 Monthly GIS | 95.00 |
| 13657 | YAKIMA-HERALD REPUBLIC | Public Notice - French Canyon Dam Raise RFP | 1,630.20 |
| | | **SUBTOTAL REGULAR BILLS:** | **$ 70,668.35** |

### ELECTRONIC FUND TRANSFERS (EFT)

| CHECK NO. | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|
| 7000227 | AFLAC | MAY 2025 EE PREMIUMS | 503.49 |
| 7000228 | CENTURYLINK | PHONES | 217.29 |
| 7000229 | CENTURY LINK | PHONES | 164.68 |
| 7000230 | CHETU INC. | MAY 2025 CHETU INVOICING - one more month | 5,184.00 |
| 7000231 | Christensen, Inc | FUEL | 5,558.53 |
| 7000232 | DEPARTMENT OF LICENSING | NEW HIRE BACKGROUND | 15.00 |
| 7000233 | DEPART OF RETIREMENT SYSTEMS | MAY RETIREMENT PAYMENT | 967.50 |
| 7000234 | INTERNAL REVENUE SERVICE | 2025 Q1 PAYROLL QUARTERLY PAYMENTS | 16,062.22 |
| 7000235 | NORTHWEST LABORERS | MAY CREW MEDICAL PREMIUMS | 15,900.00 |
| 7000236 | NORTHWEST LABORERS | MAY OFFICE MEDICAL PREMIUMS | 6,546.00 |
| 7000237 | US BANK TREASURY DIVISION | MONTHLY SAFEKEEPING FEE | 28.00 |
| 7000238 | VISA - US BANK | MAY CREDIT CARD RECONCILIATION | 8,217.94 |
| 7000239 | WHOLESAIL NETWORKS | MAY INTERNET SERVICES | 550.00 |
| 7000240 | YAKIMA CLEAN TEAM LLC | MAY JANITORIAL SERVICES | 585.00 |
| 7000241 | YAKIMA WASTE SYSTEMS, INC | MAY GARBAGE SERVICES | 131.77 |
| | | **SUBTOTAL EFTS:** | **$ 60,631.42** |

| | |
|---|---|
| **TOTAL REGULAR BILLS & EFTs:** | **$ 131,299.77** |
| **TOTAL BILL AMOUNT FOR MONTH:** | **$ 1,142,462.62** |
| **LESS: PREVIOUSLY AUTHORIZED SPECIAL BILLS** | **$ -** |
| **TOTAL REGULAR BILLS & EFTs FOR APPROVAL:** | **$ 1,142,462.62** |