MINUTES
REGULAR BOARD MEETING – JULY 11, 2024
BOARD OF DIRECTORS
YAKIMA-TIETON IRRIGATION DISTRICT

The Board meeting was called to order by President Ron Smith at 12:00 p.m. Present were Directors Andy Judd and Jim Milton, Secretary-Manager Travis Okelberry, Assistant Manager Brian Boyd, H.R. Safety Program Manager Mandy Burkett, Project Coordinator Josh Akehurst, and Administrative Assistant Laurie Beth Hood. There were no visitors.

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

1. May 16th · 2024 –Edits to minutes in regard to diversion changes during pulse flows correction.
2. June 13th, 2024- Regular Board Meeting Minutes
3. Approve July 11th, 2024 Board Meeting Agenda
4. Payroll for June 2024 - $118,871.51

A motion was made by Director Milton, seconded by Director Judd, and passed, to approve payment of the regular bills for June 2024 in the amount of $150,219.39.

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

SHARES TRANSFER	*EXISTING SHARES*	*TRANSFERRED SHARES*	*RESULTING SHARES*
FROM: 181320-13438 SHAWN & TENIELLE M. NILES	*.38*	*-.38*	*0.0*
TO: 181330-34013 LARRY & MARILYN COGGINS	*0.00*	*+.38*	*.38*

It was the consensus of the Board that Item #7 on the agenda: "Recommend board approval for District Manager to negotiate and apply reserve funds to acquire Koempel property", be moved to the Executive Session discussion, Item # 11.

HR & Safety Report with Mandy Burkett:

HR update:

Director Burkett will be working with management staff to review employee manual updates.

Safety Updates:

1. Ms. Burkett is currently working with the Safety committee to update the safety manual. The Hazardous Material Policy has had a few changes made to it. The review is close to completion and safety manuals will be disbursed soon to all employees.
2. Ms. Burkett is still waiting for one of the LNI reports from the consultation. Corrections have been made that were requested from the first safety report and we are still waiting for the High Voltage report for the Hydros.
3. Ms. Burkett continues to monitor LNI Claims.

O & M Projects Report with Brian Boyd:

1. Pipeline repair and maintenance:
    i. The crew inspected our infrastructure from the Hillman fire. There was no damage to our turnouts, however, when a few fire poles collapsed it disconnected some of our telemetry, so staff is looking to make necessary repairs.
    ii. The crew has been fabricating new turnout tubs here on site that are being used out in the field. Doing this has been very cost effective, because the crew is able to construct 5 or 6 tubs for the same price of one tub we would have purchased by a supplier.
    iii. There is a disconnect in our Cathodic System in System 1 and we are working to identify the issue and repair it.
2. Pumps/Hydros:
    i. New controls are being installed at Cowiche Hydro
    ii. They are replacing the plug valve with a Rotary cone valve because a Cla-Valve will not work here. The cost for this valve will be in the $300k-350k range.
3. Canal:
    i. They are working on the new controls for automation of the radial gate
    ii. They will install a new cellular modem that will allow for remote access.
4. Office:
    i. Assistant Manager Boyd is currently working on the requirements to qualify for the Sales Tax Reimbursement program through WA. State and will be working with the Assistant Treasurer Araguz to move forward on this item. Next step will be to compile receipts that will then be submitted for reimbursement.
    ii. Boyd gave an update on the purchase of equipment that was pre-approved by the Board for 2024. Multiple bids have been obtained on different brands of the same equipment: YTID is looking to purchase the compact track loader and a dump trailer:
        1. Skid-Steer Cat 259 at $84,040.12 (Brand new)
        2. 15K Dump Trailer - $13,562.00

5. The Workorder/Timecard system soft launch began as of June 2024. Staff are still currently working with Chetu to identify any glitches so they can be addressed. The system should be up and running by August 2024.
6. Assistant Manager Boyd and Josh Akehurst are looking into different customer notification alternatives in the case of an emergency. Three meetings are scheduled with various companies to look at viable options and costs for each. After obtaining the information it will be submitted to the Board for review.
7. Assistant Manager Boyd stated that the O & M policies are currently being worked on.

Manager Okelberry gave his monthly report to the Board:

A. French Canyon Dam Raise:
YTID is still working through the county application process to continue the French Canyon Reservoir 5' raise. The Shoreline exemption application was signed. The Manager will be meeting with the B.O.R. on July 11th, 2024 at 3:00 to identify cost split options being that the original construction dates were for 2024 and had to be moved out to 2025.

NFCCC – Update: The Manager shared with the Board an Appraisal Level Cost Estimate with sketches - for a 10,600-acre-foot NFCCR in YTID's Task Order 18 Final report. A 10,600-acre-foot reservoir is much smaller than a full size NFCCR, nevertheless, a 10,600 acre foot reservoir would still requires a tall dam. Todd Hunziker of Jacobs is confident that with several value engineering changes, the cost to construct a smaller reservoir could be made more affordable. Some changes he envisions could include a smaller pump station, pipeline and flow control station.

B. The TWSA/River Ops: Basin Storage is at 66% of average. This is the 4th lowest level since 1971. La Nina has been projected for the 2024-2025 water season, which may bring colder and wetter Winter for 2024.
C. SOAC: The May 2024 agenda covered the recent pulse flow event, lower river smolt migration study update, salmon and steelhead migration data, current conditions and water availability covering storage control date and summer YRBWEP target flows, plus SOAC discussion and recommendations.
D. The Manager gave a report on the WSWRA Board Meeting.
E. The Manager let the board know that Travis Okelberry, Brian Boyd and Josh Akehurst would be conducting a networking tour with CID on 7-15-2024.
F. Budget: YTID is on track with the budget set for 2024.

At approximately 12:30 p.m., President Smith declared that the Board would go into executive session per RCS 42.30.110 (i) to discuss 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 the executive session would be 45 minutes. The Executive session would be concluded or extended by public announcement at the conclusion of the half-hour period, which began at 12:30 p.m. The Executive session ended at approximately 1:15 p.m.

A motion was made by Director Milton, seconded by Director Judd, and passed, to approve the District Manager to negotiate and apply reserve funds to acquire Koempel property for the future YTID project site.

In other business, the Manager let the Board know that Larry Martin of Halverson Northwest Law said that YTID should not feel obligated to sign the 'Notification of Pledge of Water Stock" on a loan procured by Monson AG Legacy Holdings, LLC.

There being no further business, the meeting was adjourned at 1:17 p.m. by President Smith.

Ron Smith
RON SMITH, PRESIDENT

Travis Okelberry
TRAVIS OKELBERRY, SEC. MANAGER

YAKIMA-TIETON IRRIGATION DISTRICT

JULY 2024

Void Check No. 13023, Check No. 13045 - 13095, & EFT No. 7000028 - 7000044

SPECIAL APPROVED BILLS FROM PREVIOUS BOARD MEETING

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13045	VALLEY TITLE GUARANTEE	WATER TRANSFER	379.05
		SUBTOTAL SPECIAL APPROVED BILLS:	**$ 379.05**

END OF MONTH BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13046	LABORERS LOCAL #348	UNION DUES FOR CREW	912.00
13047	PACIFIC POWER	JULY POWER AND LIGHTS	64,562.97
13048	SOLARITY CREDIT UNION	K. CHOATE MONTHLY DEPOSIT	100.00
13049	U. S. CELLULAR	JULY TELEPHONE/TABLETS	2,261.05
		SUBTOTAL END OF MONTH BILLS:	**$ 67,836.02**

PRIOR APPROVED BILLS

13050	TRAILER STATION OF YAKIMA	DUMP TRAILER	13,562.27
		SUBTOTAL APPROVED BILLS:	**$ 13,562.27**
		TOTAL - PREVIOUSLY AUTHORIZED:	**$ 81,777.34**

REGULAR BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13023	HELLIESEN LUMBER&SUPPLY CO,INC	VOID CHECK: DUPLICATE	-154.99
13051	ELITE TOWING & RECOVERY, LLC	TOWING FOR DUMP TRUCK	649.80
13052	PACIFIC CORRUGATED COMPANY,LLC	PIPE FOR FUTURE EMERGENCY RPR	80,607.58
13053	ACE/ROY'S HARDWARE	TOOLS AND SUPPLIES	348.55
13054	AGRI-VALLEY	AIR COMPRESSOR @ DAM STARTER	2,505.60
13055	AKLAND PUMP & IRRIGATION	SHOP STOCK	625.17
13056	ALL-PHASE ELECTRIC	REPAIR AIR VENT	2,154.61
13057	BAUGHMAN SAW SHOP	SUPPLIES & STOCK	62.27
13058	BENTON RURAL ELECTRIC ASSN.	MONTHLY POWER & LIGHTS EXPENSE	20.57
13059	BUREAU OF RECLAMATION	KACHESS SOD	22,845.78
13060	CENTRAL PRE-MIX CONCRETE	FILL	574.97
13061	CINTAS CORPORATION #605	RUG & SUPPLIES	191.24
13062	EDGE CONSTRUCTION SUPPLY	TOOLS AND SUPPLIES	2,590.90
13063	EUROFINS MICROBIOLOGY LAB	WATER TESTING	428.52
13064	FIAMO OCCUATIONAL MEDICINE	CDL PHYSICAL	50.00
13065	FOOTHILLS IRRIGATION	REPAIR PARTS FOR TURNOUTS	64.48
13066	H.D. FOWLER COMPANY INC	SUPPLIES AND STOCK	11,121.33
13067	GRAINGER, INC	SUPPLIES	238.26
13068	GUARDIAN SECUTIY SYSTEMS, INC.	BUILDING SECURITY ALARM	259.20
13069	HALVERSON NORTHWEST LAW GROUP	LEGAL FEES	687.50
13070	HORIZON DISTRIBUTION, INC	SHOP SUPPLIES	413.03
13071	HELLIESEN LUMBER&SUPPLY CO,INC	CANAL REPAIRS	78.11
13072	CECILIA HENLE	QUARTERLY COALITION EXPENSE	750.00
13073	INLAND PIPE	SHOP STOCK	330.02
13074	INTERSTATE ALL BATTERY CENTER	BATTERY	221.96
13075	KGS NORTHWEST LLC	SHOP STOCK	1,555.07
13076	JOHN R. LOWE	REC LEGAL FEES	600.00
13077	MORTON'S SUPPLY, INC	CANAL REPAIR	47.11
13078	NAPA AUTO PARTS	TURN ROTARS	86.64
13079	O'REILLY AUTO PARTS	SUPPLIES AND STOCK	709.47
13080	OXARC, INC	SHOP STOCK AND GAS	98.45
13081	PAPE KENWORTH NORTHWEST	TRUCK 52 - GASKET FOR TRANS	14.84
13082	PARSEC COMPUTER CORPORATION	IT SOFTWARE SUPPORT	315.94
13083	PROCTOR SALES, INC	GRIZWOLD CARTRIDGES	2,649.25
13084	QUILL CORPORATION	OFFICE SUPPLIES	368.25
13085	RH2 ENGINEERING,INC	HYDRO UPGRADES	3,494.74
13086	STEINS HARDWARE	TOOLS AND SUPPLIES	337.55
13087	TACOMA SCREW PRODUCTS, INC	SHOP STOCK AND SAW	153.00
13088	VALLEY FORD SALES, INC	BRAKE SHOES	258.26
13089	VERIZON	TELEMETRY	156.08
13090	WEAVER DISTRIBUTING	SHOP STOCK AND MARKING PAINT	319.42
13091	WILBUR-ELLIS LLC	SPRAY	314.94
13092	WA STATE WATER RESOURCES ASSOC	WSWRA BOARD MEETING	546.06
13093	XEROX CORPORATION	JULY PRINTER READS	180.78
13094	YAKIMA COUNTY AUDITOR	GIS WEBSITE	85.00
13095	YAKIMA WASTE SYSTEMS,INC	GARBAGE SERVICES	122.24
		SUBTOTAL REGULAR BILLS:	**$ 140,077.55**

ELECTRONIC FUND TRANSFERS (EFT)

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT

YAKIMA-TIETON IRRIGATION DISTRICT
JULY 2024

Void Check No. 13023, Check No. 13045 - 13095, & EFT No. 7000028 - 7000044

7000045	AFLAC	AFLAC EE PREMIUMS	503.49

ELECTRONIC FUND TRANSFERS (EFT)

7000046	CENTURYLINK	TELEPHONE EXPENSE	295.41
7000047	CENTURY LINK	TELEPHONE EXPENSE	156.80
7000048	CHETU INC.	CHETU SOFTWATRE SOLUTIONS	4,752.00
7000049	Christensen, Inc	FUEL DELIVERY	5,942.35
7000050	DEPART OF RETIREMENT SYSTEMS	JULY DRS & DCP PAYMENTS	23,285.31
7000051	DEPT OF SOCIAL & HEALTH SERV	JULY CHILD SUPPORT PMT	62.00
7000052	EMPLOYMENT SECURITY DEPARTMENT	Q2 2024 WA CARES QUARTERLIES	6,485.20
7000053	INTERNAL REVENUE SERVICE	JULY EFTPS PAYMENTS	34,874.43
7000054	LABOR & INDUSTRIES	Q2 2024 L&I QUARTERLIES	8,180.07
7000055	NORTHWEST LABORERS	JULY CREW MEDICAL PREMIUMS	16,960.00
7000056	NORTHWEST LABORERS	JULY OFFICE MEDICAL PREMIUMS	6,546.00
7000057	US BANK TREASURY DIVISION	MONTHLY SAFEKEEPING FEE	119.59
7000058	VISA-U S BANK	JULY CREDIT CARD STATEMENT	3,176.11
7000059	WASHINGTON STATE FARM BUREAU	MEMBERSHIP RENEWAL	500.00
7000060	WHOLESAIL NETWORKS	INTERNET EXPENSE	550.00
7000061	Yakima Clean Team	JANITORIAL SERVICES	585.00
7000062	YAKIMA WASTE SYSTEMS,INC	GARBAGE SERVICES	123.46
		SUBTOTAL EFTS:	**$ 113,097.22**

TOTAL - REGULAR BILLS & EFTs:	**$ 253,174.77**
TOTAL BILL AMOUNT FOR MONTH:	**$ 334,952.11**
LESS: PREVIOUSLY AUTHORIZED	**$ 81,777.34**
TOTAL REGULAR BILLS & EFTs FOR APPROVAL:	**$ 253,174.77**