MINUTES
REGULAR BOARD MEETING – AUGUST 15, 2024
BOARD OF DIRECTORS
YAKIMA-TIETON IRRIGATION DISTRICT

The Board meeting was called to order by Vice President Dan Keller at 12:05. Present were Directors Andy Judd, Jim Milton, Chuck Turner, Secretary-Manager Travis Okelberry, Assistant Manager Brian Boyd, H.R. Safety Program Manager Mandy Burkett, and Administrative Assistant Laurie Beth Hood. Also present was Todd Hunziker of Jacobs.

There were no public comments.

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

1. Approve August 15th, 2024 – Board Meeting Agenda
2. Approve July 11th, 2024- Regular Board Meeting Minutes
3. Approve July 24th, 2024 – Emergency Board Meeting Minutes
4. Approve July 25th, 2024 – Emergency Board Meeting Minutes
5. Approve July 29th, 2024 – Special Board Meeting Minutes
6. Approve August 1st, 2024 – Special Board Meeting Minutes
7. Payroll for July 2024: $141,004.13

A motion was made by Director Judd, seconded by Director Turner, and passed, to approve payment of the regular bills for July 2024 in the amount of $253,174.77.

A motion was made by Director Turner, seconded by Director Milton, and passed, to approve Resolution 2024-18, approving 2024 District Budget Modifications.

The Manager gave a reminder to the Board that both the NWRA Conference in Albuquerque, NM is on November 6, 2024 and the WSWRA Conference is in Spokane, WA, early December of 2024.

H.R. & Safety report with Mandy Burkett:

1. The office staff has been doing an excellent job keeping up on notifications regarding the Rimrock Retreat Fire, posting updated information letters from the Manager and the rolling shut down Calendar on the YTID Facebook and website. The office has been fielding many calls and walk-ins from customers who would like additional information and clarification of the shutoff/on schedule.
2. A motion was made by Director Judd, seconded by Director Turner, and passed, to approve the attendance of H.R. Manager Burkett and one member of the safety committee, to the Governor's Safety Conference in September 2024, located in Tacoma, WA.

O & M/Projects report with Brian Boyd:

1. The crew is actively replacing District isolation valves when systems are being shut off during our planned outages.
2. The Assistant Manager discussed the possibility of running at a bit higher CFS, going from the current level of approximately 230 up to 250, to test the theory that this would allow YTID to run all the systems except for one at a time, instead of the current schedule, which has multiple systems down at one time. There was some discussion regarding the on-going hazard mitigation studies that are currently being performed and if the District should wait until said risks are addressed before beginning testing, rather than risk complete failure of the canal. It was the consensus of the Board that YTID move ahead with the testing since

3. the Board had already pre-approved 250 CFS in the canal and is currently running below that. It was the consensus of the board that notifications will be made to the Water-users when and if a new water schedule is implemented.
4. It was determined that the CCWUA will be contacted by Management and notified that YTID will lower their flow to a drought orifice beginning immediately.

Manger Report with Travis Okelberry:

1. Recent changes have been made to the Budget moving funds from "Other" to the "Rimrock Retreat Fire needs."
2. Wildfire canal status update: There has been a huge emphasis on our fire suppression system from the State government entities. YTID was not initially established to deliver fire suppression water but was originally designed for irrigation purposes only. Fire suppression was added later as an extra benefit. Fire chiefs in Yakima were notified that when a system was down, fire suppression within that system would not be available. Highlighting this impact on the community fire suppression could, in the future, aid in securing funding for a long-term YTID main canal replacement.
3. The State Legislature has asked the Manager about the financial needs of the district, prompting him to identify the following three phases of possible assistance, for both future and current needs:

    a. Immediate needs and current risks to the canal
    b. Needs that the District will have three or four months down the road, such as replacing the bridge that was destroyed, decking repairs, and other needs, etc.
    c. Canal replacement funds for the future for the preferred alternative
4. The Manager has been applying for various funding opportunities due to the Rimrock Retreat Fire, including but not limited to: Emergency Rapid Response funding, EXM Funding, Watershed Protection grants and FEMA grants. It was discovered during this application process that YTID did not have a Hazard Mitigation Plan in place, which will be necessary to move forward with said funding requests. Upon alerting Yakima County to this issue, it has been determined that YTID, in addition to all irrigators, will be placed back on Yakima County's Hazard Mitigation Plan through an emergency plan amendment.
5. A motion was made by Director Turner, seconded by Director Judd, and passed, authorizing Manager Okelberry to begin to write Task Orders with Jacobs, identifying financial costs of the damage done to the YTID irrigation system and surrounding areas, that initially prompted the Emergency Declarations that were put forth by the District. This motion was made so that YTID will be able to provide proof of financial damage in order to move forward with funding requests.
6. The BAER task force (Burned Area Emergency Response Team) has been established and will begin an investigation the third week of August. The team will begin to draft a report on the environmental impacts from the fire, including soil samples, used to determine stability and determine potential hazards moving forward. This information will aid in creating appropriate mitigation strategies.
7. The Manager shared a priority list of tasks that he created for YTID moving forward. Jacobs will provide dollar amounts for everything on this priority list.
8. Next Steps for the canal replacement: The Integrated Plan will be drafting a report to garner congressional support, asking for assistance with YTID's long-term replacement plan. Management recommended that unless the district has YBIP support to assist with Wapatox alternative O&M costs, the district should consider formally announcing a preferred alternative. After some discussion, it was the consensus of the Board that the district moves forward with the gravity tunnel & box culvert option as the preferred alternative.
9. A motion was made by Director Milton, seconded by Director Turner, and passed, to approve hiring up to 3 temporary employees to assist with the irrigation shut down for the 2024 season.
10. A motion was made by Director Turner, seconded by Director Judd, and passed, to set the end of the irrigation season for Oct 1, 2024.

11. A motion was made by Director Milton, seconded by Director Turner and passed, that approves the Manager draft a policy stating the following: At the beginning of the 2025 irrigation season, YTID customers who have a personal well tied into their YTID irrigation system will be required to install an isolation valve so that District crews will be able to shut it off if necessary in order to replace the district valves.

At approximately 2:00 p.m., Vice President Keller declared that the Board would go into executive session per RCS 42.30.110 (1) (b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increase price; and b. RCW 42.30.110 (iii) Litigation or legal risks of a proposed 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 30 minutes. The Executive session would be concluded or extended by public announcement at the conclusion of the half-hour period, which began at 2:00 p.m. The Executive session ended at approximately 2:30 p.m.

There being no further business, the meeting was adjourned at 2:35 p.m. by Vice-President Keller.

DAN KELLER, VICE- PRESIDENT

TRAVIS OKELBERRY, SEC. MANAGER

YAKIMA-TIETON IRRIGATION DISTRICT
AUGUST 2024

Check No. 13096 - 13139, & EFT No. 7000063 - 7000077

END OF MONTH BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13096	BENTON RURAL ELECTRIC ASSN.	MONTHLY POWER EXPENSE	$ 41.61
13097	COMPU-TECH, INC	SOFTWARE SUPPORT	$ 742.50
13098	LABORERS LOCAL #348	MONTHLY EE UNION DUES	$ 912.00
13099	PACIFIC POWER	POWER & LIGHTS	$ 72,204.25
13100	PARSEC COMPUTER CORPORATION	IT SOFTWARE SUPPORT	$ 1,388.31
13101	SOLARITY CREDIT UNION	K. CHOATE MONTHLY DEPOSIT	$ 100.00
13102	U. S. CELLULAR	PHONES/TABLETS EXPENSE	$ 1,189.87
13103	DEPARTMENT OF LICENSING	NOTARY LICENSE RENEWAL	$ 47.00
		SUBTOTAL END OF MONTH BILLS:	**$ 76,625.54**
		TOTAL - PREVIOUSLY AUTHORIZED:	**$ 76,625.54**

REGULAR BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13104	ACE/ROY'S HARDWARE	FIBERGLASS TUB	543.59
13105	ALL-PHASE ELECTRIC	REPAIR AIR VENT	2,154.61
13106	CINTAS CORPORATION #605	RUGS & SUPPLIES	191.24
13107	CLIFTON LARSON ALLEN, LLP	ACCOUNTING SERVICES	3,393.08
13108	COLUMBIA ELECTRIC SUPPLY	SCADA SOFTWARE	7,045.00
13109	CONTROL SYSTEMS NW, LLC	COWICHE HYDRO	8,042.66
13110	EDGE CONSTRUCTION SUPPLY	LADDERS FOR SPILLWAY	1,304.10
13111	FIAMO OCCUATIONAL MEDICINE	SAFETY & HR PRE EMPLOYMENT	450.00
13112	FOOTHILLS IRRIGATION	PIPELINE	115.25
13113	H.D. FOWLER COMPANY INC	PIPELINE PARTS	6,809.37
13114	GUARDIAN SECUTIY SYSTEMS, INC.	BUILDING SECURITY ALARM	259.20
13115	HALVERSON NORTHWEST LAW GROUP	LEGAL FEES	7,641.75
13116	HELLIESEN LUMBER&SUPPLY CO,INC	FIRE - ANIMAL RAMP	470.25
13117	INLAND PIPE	GALV PARTS FOR STOCK	1,375.56
13118	INTERSTATE ALL BATTERY CENTER	TRUCK #12 - BATTERY	224.12
13119	THE JANITOR'S CLOSET	JANITORIAL SUPPLIES	40.91
13120	MENKE, JACKSON & BEYERS	LEGAL FEES - DELINQUENCY	427.80
13121	MORTON'S SUPPLY, INC	REAR LANDING LEGS	43.53
13122	NAPA AUTO PARTS	TRUCK #12	265.32
13123	ONE CALL CONCEPTS, INC	CALL BEFORE YOU DIG	178.92
13124	O'REILLY AUTO PARTS	TRUCK #15 - BUSHINGS	1,008.94
13125	PAPE KENWORTH NORTHWEST	TRUCK #52	92,263.85
13126	PARSEC COMPUTER CORPORATION	IT SOFTWARE SUPPORT	1,436.52
13127	THE REINALT-THOMAS CORPORATON	NEW TIRES - TRUCK #2	1,142.70
13128	RH2 ENGINEERING,INC	COWICHE VALVE	3,930.89
13129	RUSSELL CRANE SERVICE, INC.	CRANE TO OFFLOAD PIPE	1,083.24
13130	SIX ROBBLEES' INC	#80 DUMP TRAILER - WHEEL CHOCK	771.83
13131	STEINS HARDWARE	EYEWASH INSTALL	5.24
13132	STONEWAY ELECTRIC SUPPLY	WIRE IN WELL PUMP	306.80
13133	TIRE CENTERS, INC.	FLAT REPAIR	28.21
13134	VERIZON	TELEMETRY	156.14
13135	WA STATE DEPARTMENT OF ECOLOGY	AQUATIC PEST CONTROL PERMITS	710.00
13136	WEAVER DISTRIBUTING	MARKING PAINT	151.98
13137	XEROX CORPORATION	AUGUST PRINTER READS	148.90
13138	YAKIMA AIR COMPRESSOR	OIL FOR COMPRESSOR AT DAM	150.12
13139	YAKIMA COUNTY GIS	MONTHLY GIS	85.00
		SUBTOTAL REGULAR BILLS:	**$ 144,356.62**

ELECTRONIC FUND TRANSFERS (EFT)

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
7000063	AFLAC	AUGUST AFLAC EE PREMIUMS	503.49
7000064	CENTURYLINK	TELEPHONE EXPENSE	143.53
7000065	CENTURYLINK	TELEPHONE EXPENSE	340.00
7000066	CENTURY LINK	TELEPHONE EXPENSE	156.80
7000067	CHETU INC.	MONTHLY SOFTWARE BILLING	5,400.00
7000068	Christensen, Inc	FUEL DELIVERY	7,614.40
7000069	DEPART OF RETIREMENT SYSTEMS	AUGUST DCP/ROTH PMT	22,545.22
7000070	DEPT OF SOCIAL & HEALTH SERV	AUGUST DSHS PMT	62.00
7000071	INTERNAL REVENUE SERVICE	AUGUST EFTPS PAYMENT	33,223.70
7000072	NORTHWEST LABORERS	AUGUST CREW MEDICAL PREMIUMS	16,960.00
7000073	NORTHWEST LABORERS	AUGUST OFFICE MEDICAL PREMIUMS	6,546.00
7000074	US BANK TREASURY DIVISION	MONTHLY SAFEKEEPING FEE	61.41
7000075	VISA-U S BANK	AUGUST CREDIT CARD RECONCILIATION	5,774.65
7000076	WHOLESAIL NETWORKS	MONTHLY INTERNET EXPENSE	550.00
7000077	Yakima Clean Team	AUGUST JANITORIAL SERVICE	585.00
		SUBTOTAL EFTS:	**$ 100,466.20**

YAKIMA-TIETON IRRIGATION DISTRICT
AUGUST 2024

Check No. 13096 - 13139, & EFT No. 7000063 - 7000077

TOTAL - REGULAR BILLS & EFTs:	$ 244,822.82

TOTAL BILL AMOUNT FOR MONTH:	$ 321,448.36
LESS: PREVIOUSLY AUTHORIZED	$ 76,625.54
TOTAL REGULAR BILLS & EFTs FOR APPROVAL:	$ 244,822.82