MINUTES
SPECIAL BOARD MEETING-SEPTEMBER 12, 2024
BOARD OF DIRECTORS
YAKIMA-TIETON IRRIGATION DISTRICT

The Board meeting was called to order by President Ron Smith at 12:00. Present were Directors Andy Judd, 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. Also present was Todd Hunziker of Jacobs and Jason Bolin.

There were no public comments.

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

1. Approve September 12th, 2024 – Board Meeting Agenda
2. Approve August 15th, 2024- Regular Board Meeting Minutes
3. Payroll for August 2024: $135,193.41

A motion was made by Director Judd, seconded by Director Milton, and passed, to approve payment of the regular bills for August 2024 in the amount of $321,448.36.

A motion was made by Director Milton, seconded by Director Judd, and passed, to approve attendance for Board Members and YTID office staff to attend the NWRA conference in Albuquerque, N.M. on Nov. 6th, 2024. A 15-minute speed date request was submitted for this conference by the Manager.

A motion was made by Director Milton, seconded by Director Judd, and passed, to approve attendance for the Board Members and YTID office staff to attend the WSWRA Conference in Spokane, Dec. 4th – 6th.

H.R. & Safety report with Mandy Burkett:

1. A W.S.U. intern has been here working with Ms. Burkett a couple times a week for the past few weeks. This intern will assist Jody with payroll on Monday, Sept. 16th.
2. The pre-approved Temporary Labor positions, to assist with irrigation shutdown, have been opened. The job posting will remain open until September 20th and 20 applicants that have applied to date.
3. The crew has been working on mask fittings, equipment repair and other year-end items.

O & M/Projects report with Brian Boyd:

1. The crew is actively replacing District isolation valves when systems have been shut off during the planned outages. So far, 6 valves have been replaced to date.
2. The crew has already rebuilt the cement shed bridge. Note was made that the new Tractor as well as the Dump trailer have assisted greatly in this endeavor.
3. Beginning Sept. 11, the annual Pump Vibration testing was conducted, therefore System 2 did not get shut off during its regularly scheduled time. Due to this testing, all systems have been running since September 11th. Depending on customer water usage in the next few days, YTID may find that the District will be able to run ALL systems until the Oct. 1st shutdown date, negating the necessity for any further shutdowns If a decision is reached to continue until water-season end with no more shut downs, the Board requested that an all-system voice mail go out informing the water users of this fact as well as informing the water users of the final water shut down date of October 1st, 2024.
4. The Assistant Manager gave an update on the YRWEB meeting that he attended. Discussions included how the low flows, high temperatures and star grass growth, currently impacting the Columbia Irrigation intake screens, are negatively affecting the ongoing efforts to reintroduce Sockeye salmon into the Yakima River. This problem could potentially become an issue for YTID as well, being that star grass is a native species of WA state. He also exchanged information with Yakima Nation regarding mitigation methods to stabilize the earth around their canals, as we may need to do following the damage done from the Rimrock Retreat fire.
5. Brian informed the Board that we may not be able to leave ALL spray fillers on after irrigation water has been shut down as previously reported, because as part of the shutdown process, main laterals will need to be turned off. Management will be looking at several ways to keep SOME spray fillers on after water

shut down commences. System 5 will need to be shut down entirely, therefore no spray fillers will be available for usage there.

6. The Project Manager informed the Board that he has been obtaining quotes to find a more stable and sophisticated system in which to do future "District Notifications," in order to better inform customers of vital YTID operations and information. YTID will also be upgrading our telemetry system, plus he has been working with WINN911 on the Headgates automation system. He is also working on obtaining quotes to update the YTID website and said quotes will encompass cyber security as well as hosting services.

Jacobs Engineering: Todd Hunziker

1. Mr. Hunziker reported that after the Rimrock Retreat Fire there were two things happened:
    a. First, there was direct damage to the canal from falling trees and rocks. The fire also destroyed vital structures, such as bridges. Contractors and YTID crews have been actively engaged in repairs to the infrastructure.
    b. Second, the hillside above the canal was severely destabilized because the fire left behind several inches of ash and debris, as well as burned out trees. It is difficult to predict how the canal will be affected when winter sets in, bringing with it possible heavy rains and the threat of landslides.

        I. Jacobs has identified three 3 pipe bridges that according to the BAER Team Report, are at risk, should there be landslides, being that these bridges have very low clearance. Permits will be required, if the work to be conducted is located outside the 100'exempted area around the canal, because this land is owned by the Forest Service and WDFW.

        II. The BAER Report also provided data that was used to identify additional areas on the canal that will need cover on them because these areas will be susceptible to landslides this fall/winter. Jacobs is collaborating with contractors to research the availability of supplies and costs to cover these areas of the canal. For this work, YTID will need at least 3 and up to a half dozen permits, by the time we are finished addressing this canal coverage issue. Jacobs is also looking at possibly slowing debris fall with contour tree falling. The forest service will not be seeding these areas due to prior attempts not yielding results warranting the expense. Soil specialists allude to an increased risk of landslides in the years ahead. This is because more trees will be dying and releasing rocks that are currently covered up with those tree roots. According to the BAER reports, initially 2200' of canal cover will be needed, with an additional 7000' of canal coverage needed in high slide areas.

Manger Report with Travis Okelberry:

1. The Manager is currently working on the Budget report. To date because of the Rimrock Retreat fires, the Manager has signed two contracts: Uribe Tree Service for 20K and Tri-Ply Construction for 290K.
2. The 2025 draft budget is underway, and staff are reviewing said budget to bring before the Board at the Oct. 10th regular Board meeting.
3. YTID has received a $1.5M grant from Washington State Commerce. The Bureau of Reclamation has contributed over $300k in grants. The Department of Ecology has committed $200k.
4. A motion was made by Director Milton, seconded by Director Judd, and passed, to approve Resolution 2024-19, authorizing the district to enter into good-faith negotiations with the United State Bureau of Reclamation for the repayment of funds related to an EXM loan.
5. A motion was made by Director Milton, seconded by Director Judd, and passed, to sign the USBR Financial Assistance Agreement No. R24EX10767, authorizing the advancement of Emergency Extraordinary Maintenance (EXM) Funds to the Yakima-Tieton Irrigation District.
6. Other potential funding sources include The Rocky Mountain Elk Foundation and the NRCS (for stabilization/mitigation)
7. The Manager informed the Board that YTID has lost hydro production revenue due to the Rimrock Retreat fire. This may be recoverable.
8. Pacific Power is still working to restore power to the headgates and District home. It looks like power will be offline for another month.
9. Office staff salary proposals are underway, and the Board has requested staff evaluations.
10. Sept. 16th, the Manager will be giving a presentation to the Joint Legislative Committee on Water Supply during drought. This is a great opportunity for the Manager to request legislative assistance, appropriation of funds and continued advocacy for our District in the years to come.
11. Election considerations –Directors Dan Keller and Chuck Turner's terms are expiring at the end of 2024.
12. The Manager has been collaborating with Tom Tebb of the Department of Ecology to look at possible water storage options. The Manager has submitted a letter to the Bureau of Reclamation requesting

13. funding for an Aquifer Storage and Recovery (ASR) feasibility study, under the Bipartisan Infrastructure Law Section 40910.

Management will be meeting with local Fire Chiefs in the area, at the request of Senator Murray's office, to produce viable options to provide water for fire suppression should another emergency affect our irrigation system that would hinder our ability to deliver water.

14. The Manager has requested Tom Tebb look into the Cowiche Creek Water usage agreement and inform the District at what point in the Water season we are supposed to be limiting or shutting off the irrigation water there and who from the DOE is monitoring.
15. French Canyon Dam Raise – The Manager is still working with the county and Jacobs to move this project forward.
16. A motion was made by Director Milton, seconded by Director Judd and passed, to approve the financial amount as follows for resolution No 2024-15: Section 3, 6.b) of the Small Works Public Roster: " If the Board of Directors delegates the authority to award bids to an Secretary-Manager-Treasurer of the District for public works projects costing less than or equal to $70,000.00, the Secretary-Manager, Treasurer shall have the authority to award public works contracts without Board approval, provided that the Board shall ratify the Secretary-Manager-Treasurer's approval at the next scheduled Board of Director meeting by means of the consent agenda. For public works projects costing more than $70,000.00, the Board of directors shall award all public works contracts."
17. A motion was made by Director Judd, seconded by Director Milton and passed, to approve the financial amount as follows for resolution No 2024-15: Section 4: 4b) of the Small Works Public Roster: "If the Board of Directors delegates the authority to award bids to an Secretary-Manager-Treasurer of the District for consultant services costing less than or equal to $20,000.00, the Secretary-Manager, Treasurer shall have the authority to award public works contracts without Board approval, provided that the Board shall ratify the Secretary-Manager-Treasurer's approval at the next scheduled Board of Director meeting by means of the consent agenda. For consulting services costing more than $20,000.00, the Board of directors shall award all public works contracts."

Todd Hunziker and Jason Bolin left the meeting at approximately 1:00 p.m.

At approximately 1:03 p.m., President Smith declared that the Board would go into executive session per RCW 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 increased price; The duration of the executive session would be 15 minutes. The Executive session would be concluded or extended by public announcement at the conclusion of the 15-minute period, which began at 1:03 p.m. The Executive session ended at approximately 1:15 p.m.

In other business, H.R. is working on a safety plan for the crews that will be working at the main canal after Water shut down, addressing the dangers of possible landslides, and falling rocks. The project Manager also gave an update on the work with flow meters along the canal. Rubicon has identified 7 sites where the cell tower/solar coverage would be spotty and are looking for ways to mitigate this issue.

Jacob's created an estimate and work schedule for YTID canal repairs due to the 2024 wildfire that the Manager emailed to the Board members and asked them to review it.

There being no further business, the meeting was adjourned at 1:23 p.m. by President Smith.

RON SMITH, PRESIDENT

TRAVIS OKELBERRY, SEC. MANAGER

YAKIMA-TIETON IRRIGATION DISTRICT
SEPTEMBER 2024

Check No. 13140 - 13200, & EFT No. 7000078 - 7000095

END OF MONTH BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13140	COMPU-TECH, INC	IT SOFTWARE SUPPORT	$ 547.50
13141	LABORERS LOCAL #348	MONTHLY EE UNION DUES	$ 912.00
13142	JOHN R. LOWE	REC LEGAL FEES	$ 300.00
13143	PACIFIC POWER	POWER & LIGHTS	$ 56,763.55
13144	SOLARITY CREDIT UNION	K. CHOATE MONTHLY DEPOSIT	$ 100.00
13145	U. S. CELLULAR	PHONES/TABLETS EXPENSE	$ 1,167.24
		SUBTOTAL END OF MONTH BILLS:	**$ 59,790.29**
		TOTAL - PREVIOUSLY AUTHORIZED:	**$ 59,790.29**

REGULAR BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13146	AT&T MOBILITY	HEADGATES/SIM CARD FOR ROUTER	18.83
13147	BAER TESTING, INC	FIRE - CONCRETE TESTING	245.00
13148	DOMINION CONSULTING, INC.	FIRE - CONCRETE TESTING CANAL CORES	5,550.00
13149	GEOSYNTEC CONSULTANTS, INC.	WATER RIGHTS/USE ANALYSIS	3,035.00
13150	URIBE'S TREE SERVICE, LLC	FIRE - EMGCY TREE FALLING/ FIRE RESPN	23,392.80
13151	ACE/ROY'S HARDWARE	TOOLS/SUPPLIES	670.82
13152	AGRI-VALLEY	FIRE - LABOR LAYOUT/TRUCK CALC	621.00
13153	ALL SEASONS HEATING & AC	AC REPAIR/OFFICE	372.64
13154	BAUGHMAN SAW SHOP	CARBURETOR - FS 55R	43.19
13155	BIG STATE INDUSTRIAL SUPPLY	SUPPLIES	237.17
13156	C & H HARDWARE	TOOLS & SUPPLIES	214.39
13157	CASCADE INDUSTRIAL & HYDRAULIC	TRUCK #52	361.46
13158	CENTRAL CHAIN & TRANSMISSION	SPILL ACTUATOR BEARING & SEALS	350.79
13159	CH2M HILL, INC (Jacobs)	WILDFIRE RESPONSE ENG. WORK	54,955.00
13160	CINTAS CORPORATION #605	RUGS & SUPPLIES	191.24
13161	CLIFTON LARSON ALLEN, LLP	ACCOUNTING SERVICES	4,334.93
13162	COLUMBIA ELECTRIC SUPPLY	SCADA SOFTWARE	584.74
13163	EDGE CONSTRUCTION SUPPLY	TOOLS & EQUIPMENT EXPENSE	496.01
13164	EUROFINS MICROBIOLOGY LAB	WATER TESTING	324.69
13165	FIAMO OCCUATIONAL MEDICINE	ANNUAL MASK FIT/DOT & BAT TEST	775.00
13166	FOOTHILLS IRRIGATION	SUPPLIES/MATERIAL	48.29
13167	H.D. FOWLER COMPANY INC	PROJECT MATERIAL	21,467.81
13168	BASILIO GOMEZ	RMBSMT: FUEL FOR TRIP TO LA GRANDE	50.00
13169	GRAINGER, INC	L.I.D. REPAIRS	853.06
13170	GUARDIAN SECUTIY SYSTEMS, INC.	BUILDING SECURITY ALARM	259.20
13171	HALVERSON NORTHWEST LAW GROUP	LEGAL SERVICES	2,992.12
13172	HBQ, INC.	FILL FOR PROJECTS	1,193.15
13173	HELLIESEN LUMBER&SUPPLY CO,INC	FIRE - ANIMAL CROSSINGS	7,894.68
13174	INTERSTATE ALL BATTERY CENTER	BATTERY FOR TRUCK #57	308.60
13175	THE JANITOR'S CLOSET	RESTROOM SUPPLIES	73.67
13176	KGS NORTHWEST LLC	VALVE FOR BARRETT BYPASS	13,450.86
13177	JOHN R. LOWE	REC LEGAL FEES	300.00
13178	MBI CONSTRUCTION SERVICES, INC	MATERIAL FOR PIPE REPAIR	625.81
13179	MENKE, JACKSON & BEYERS	MONTHLY LEGAL FEES	1,732.55
13180	MORTON'S SUPPLY, INC	FIRE - METAL FOR ANIMAL RAMPS	460.58
13181	NAPA AUTO PARTS	TURN ROTORS	37.91
13182	ONE CALL CONCEPTS, INC	811 CALL TO DIG	220.10
13183	O'REILLY AUTO PARTS	SHOP STOCK/ SUPPLIES	757.58
13184	OVERHEAD DOOR	DOOR REPAIR ON STORAGE BLDG	145.81
13185	OXARC, INC	GAS FOR SHOP	77.16
13186	PAPE KENWORTH NORTHWEST	CAP-HUB	207.90
13187	QUILL CORPORATION	OFFICE SUPPLIES	393.39
13188	THE REINALT-THOMAS CORPORATON	TRUCK #32 TIRES	4,200.42
13189	RH2 ENGINEERING,INC	ENGINEERING FOR ORCHARD HYDRO	1,109.05
13190	SCHAFFER MANUFACTURING CO.	OIL FOR SHOP	813.63
13191	JLA SUPPLY, INC.	JACK FOR REPAIRS	52.93
13192	STANDARD PAINT	FIRE - PAINT FOR ANIMAL RAMPS	382.24
13193	STEINS HARDWARE	CONCRETE RING REPLACEMENT	64.87
13194	TACOMA SCREW PRODUCTS, INC	FIRE - ANIMAL RAMPS	239.10
13195	VERIZON	TELEMETRY	156.12
13196	XEROX CORPORATION	AUGUST PRINTER READS	159.45
13197	YAKIMA AIR COMPRESSOR	COMPRESSOR OIL	150.12
13198	YAKIMA COUNTY GIS	MONTHLY GIS	85.00
13199	YAKIMA COUNTY AUDITOR	MAHRE WTRUSR ASSN FILING FEES	611.00
13200	YAKIMA-HERALD REPUBLIC	PUBLICATIONS EXPENSE	606.80
13201	NC MACHINERY	TRACK LOADER REISSUE - INCORRECT VENDOR	84,040.12
		SUBTOTAL REGULAR BILLS:	**$ 242,995.78**

ELECTRONIC FUND TRANSFERS (EFT)

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
7000078	AFLAC	SEPTEMBER AFLAC EE PREMIUMS	503.49
7000079	CENTURYLINK	TELEPHONE EXPENSE	143.53

YAKIMA-TIETON IRRIGATION DISTRICT
SEPTEMBER 2024

Check No. 13140 - 13200, & EFT No. 7000078 - 7000095

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
7000080	CENTURYLINK	TELEPHONE EXPENSE	343.30
7000081	CENTURY LINK	TELEPHONE EXPENSE	156.80
7000082	CHETU INC.	MONTHLY CHETU BILLING	5,184.00
7000083	Christensen, Inc	FUEL	5,814.68
7000084	CONVERGE - ELAVON	CC MONTHLY FEES	31.41
7000085	DEPART OF RETIREMENT SYSTEMS	SEPTEMBER DCP/ROTH/RETIREMENT PMT	20,764.52
7000086	DEPT OF SOCIAL & HEALTH SERV	SEPTEMBER DSHS PMT	62.00
7000087	INTERNAL REVENUE SERVICE	SEPTEMBER EFTPS PAYMENT	29,885.11
7000088	NORTHWEST LABORERS	SEPTEMBER CREW MEDICAL	16,960.00
7000089	NORTHWEST LABORERS	SEPTEMBER OFFICE MEDICAL	6,546.00
7000090	TRUENORTH STEEL, INC.	FIRE - EMERGENCY REPAIRS - canal covers	250,000.00
7000091	US BANK TREASURY DIVISION	MONTHLY SAFEKEEPING FEE	30.00
7000092	VISA-U S BANK	SEPTEMBER CREDIT CARD RECONCILIATION	2,312.51
7000093	WHOLESAIL NETWORKS	MONTHLY INTERNET EXPENSE	550.00
7000094	Yakima Clean Team	SEPTEMBER JANITORIAL SERVICES	585.00
7000095	YAKIMA WASTE SYSTEMS,INC	GARBAGE SERVICES	122.24
		SUBTOTAL EFTS:	**$ 339,994.59**
		TOTAL - REGULAR BILLS & EFTs:	**$ 582,990.37**

TOTAL BILL AMOUNT FOR MONTH:	**$ 642,780.66**
LESS: PREVIOUSLY AUTHORIZED	**$ 59,790.29**
TOTAL REGULAR BILLS & EFTs FOR APPROVAL:	**$ 582,990.37**