MINUTES
SPECIAL BOARD MEETING-OCTOBER 10, 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, Dan Keller, Jim Milton, Chuck Turner, 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 YTID water user Ernesto Gonzalez.

Ernesto Gonzalez, who resides at 12901 Douglas View Lane, had concerns over the October 1, 2024 irrigation shut-off date. The Board explained that the shut-off date chosen for 2024 was a direct result of the Rimrock Retreat fire, was within the legal time frame and was necessary to address/repair the many issues this fire caused. After some discussion, Mr. Gonzalez left the Board meeting at approximately 12:20 p.m.

The Board discussed the possibility of installing a temporary pumping station to fill French Canyon Dam for use in the Spring of 2025, as backup, should there be a catastrophic canal failure this Fall/Winter as a direct result of the Rimrock Retreat Fire. This pumping station would allow the district to implement an emergency plan that could enable YTID to save the Yakima Valley fruit grower industry should a canal failure occur. The Manager stated that he would investigate this idea, including researching the necessary permits and possible legal ramifications this would involve.

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

1. Approve October 10, 2024 – Board Meeting Agenda
2. Review/Approve September 12th, 2024- Regular Board Meeting Minutes: Please note: At Board request, changes will be made Under Item #4, O & M Project report with Brian Boyd, and will be submitted for approval at the November 14, 2024 Board Meeting.
3. Payroll for September 2024: $121,872.84
4. Board approval to ratify the following contracts and purchases made by the District Manager pursuant to Emergency Declaration Resolution 2024-17:
    a) Uribe's Tree Service (initial hazard trees): $23,393.
    b) Hellison Lumber (bridge, over-shots, animal ramps): $12,000.
    c) Dominion Consulting (concrete core testing): $5,550.
    d) BAER Testing LLC (concrete core testing): $500.
    e) Helicopter (cribbing & animal crossing material staging): $17,000.
    f) StripeRite (flagging for helo): $5,000.
    g) Tri-Ply Construction: (replace cover timber cribbing): $290,000.
    h) TrueNorth Steel (canal cover material): $250,000 (25% down) on 1.1M
    i) Contech (canal cover material): $172,000.
    j) Try-Ply Construction (install 7400LF of new cover): NTE $985,000.
    k) Tapani Construction (install new cover): $567,000.
    l) HLA (land survey for 3-sites): $21,000.
    m) Boyd's Tree Service (round 2 tree falling): $34,872.
    n) Jacobs (engineering services): $54,955. (will be ongoing)
    o) Rubicon (canal automation/monitoring) $100,000.
    p) WCC crew (animal crossing repairs): No cost
    q) Running total (low Est): $3.8 M

The Manager gave an update on Main Canal Funding:

1. WA State Department of Commerce (ERR) Grant – 1 Mil
2. USBR:
    a) Emergency O & M - $62K
    b) ESR Grant – 300K
    c) EXM LIL (65/35) – 4M total (with 1.4M grant funds)
    d) He is working with David Harper for another possible 600K
3. DOE:
    a) FCAP grant - $150K
    b) THA Grant - $50K
4. NYCD THA grant sponsor - $50K
5. NRCS TBD 75/25 cost share
6. RMEF grant - $22,164.

7. Possible FS program grant $160K
8. Running total – (low est) $3.2M

A motion was made by Director Keller, seconded by Director Turner and passed, to approve payment of the regular bills for September 2024 in the amount of $642,780.66.

The Manager requested to have a final head count on attendance for Board Members and YTID office staff going to the NWRA conference in Albuquerque, N.M. on Nov. 6th, 2024. Ron Smith, Jim Milton, Dan Keller and Travis Okelberry will be attending. The Manager will book rooms for all attendees.

The Manager requested to have a final head count on attendance for Board Members and YTID office staff going to the WSWRA Conference in Spokane, Dec. 4th – 6th.. Ron Smith, Jim Milton, Dan Keller, Travis Okelberry, Brian Boyd and Mandy Burkett will be attending. The Manager will book rooms for all attendees.

H.R. & Safety report with Mandy Burkett:

1. YTID has hired two Temporary Labor positions to assist with irrigation shutdown due to regular employees who will be on PFML.
2. Manager Burkett is currently reviewing the employee policy book.
3. The WSU intern is still working with Ms. Burkett and has assisted the office in covering vacation leave.
4. Manger Burkett is working with the Farm Bureau on an L & I claim for a former employee.

O & M Projects with Brian Boyd:

1. The crew is washing the canal and will begin work on repairs/patching the bottom and sides of the canal.
2. Due to the Rimrock Retreat Fire, a portion of the Aqualastic is pulling off the side of the canal. Assistant Manager Boyd contacted the original contractor who installed the product and they are going to do the work to repair it.
3. The B.O.R. was walking the canal and is currently working on the slope stabilization report.
4. The crew has been working on projects and have completed 6 out of 9 that were on the "to-do" list.
5. Upon Jacob's recommendation, Project Co-Ordinator Akehurst is going to test-run a 'Case SL12 Telescopic Reach Small Articulated Loader'. YTID does not currently own a piece of equipment of this nature that will fit into the canal. This piece of equipment would enable us to remove rocks/dirt or debris that could fall in the canal over the course of the Fall/Winter.
6. Plans are being drawn up to install a permanent roof hatch for access to complete repairs at the Cowiche Hydro.
7. The headgates automation is still in the installation process and when completed, will allow staff to shut down the headgates remotely from the YTID office.

The Manager gave the Jacob Engineering update, as Todd Hunziker was unable to attend:

1. Jacob's is currently working on billings for writing contracts and work activities. Jacob's will also be on-boarding a new 'Project Manager" to supervise Tapani and Tri-Ply Construction as they begin installation of the new cover over the canal.
2. Update on the 3 pipe bridge sites: Jacobs has identified three pipe bridges that according to the BAER Tean report are at risk, should there be landslides, because these bridges have very low clearance. Permits will be required as the work is located outside the 100 foot exempted area around the canal. Quotes are currently being drawn up to install debris fencing at all three sites, including at Milepost .8., which is the most urgent area for this work to be completed. It will also be necessary to clear debris out from under the pipe bridge at this site in order to create more clearance. This work should be completed at Milepost .8 by the end of October of 2024.
3. YTID may be able to secure $160K from the FS program in order to replace the rafter bridge that was destroyed by the Rimrock Retreat Fire.
4. Wildlife crossings will be installed soon and $22K funding has been secured for this project from RMEF.
5. The French Canyon Dam raise project has been put on the backburner as the primary focus of Jacobs has been to work on the main canal issues after the fire.

Manager Report with Travis Okelberry:

1. The Manager has a tour of the canal scheduled with Senator Warnick on Friday, October 11, 2024.
2. The Manager has been working with Rick Evans, at Maria Cantwell's office, on the FEMA Building Resilient Infrastructure & Communities (BRIC) funding and looking at ways YTID could possibly take advantage of this program.
3. The Manager has also been working with Raquel Crowley, at Senator Murray's office, and has asked them to provide us with State & Federal funding mechanisms that could assist YTID at this time and in the future.
4. Election considerations –Directors Dan Keller and Chuck Turner's terms are expiring at the end of 2024. Both Directors have been given 'petitions of nomination', which are due back to the YTID office by November 4, 2024.
5. The Manager discussed the September budget report.
6. The Manager discussed the 2025 draft budget proposal and is currently working on salary proposals. He informed the Board that YTID has lost hydro production revenue due to the Rimrock Retreat fire, however, this revenue loss may be recoverable.
7. It was the consensus of the Board to hold a Special Board meeting on October 21st at 1:00 p.m. to discuss the 2025 budget.

The Manager briefly discussed the main canal replacement long-term goals. Due to the Board decision to pursue the gravity tunnel and box culvert project alternative, the Manager proposed that YTID begin to investigate the best way moving forward to fund this project. He would recommend the construction of the gravity tunnel/box culvert option could be broken down into three phases. Proceeding in this manner could allow the District to possibly fund the project in a manner that the water users could support.

At approximately 2:35 p.m., President Smith declared that the Board would go into executive session per RCW 42.30.110 to discuss and review staff salaries and also per RCW 42.30.110 (1) (b) 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 25 minutes. The Executive session would be concluded or extended by public announcement at the conclusion of the 25-minute period, which began at 2:35 p.m. At 3:00 p.m., The Executive session was extended by President Smith via public announcement and additional 15 minutes. At 3:15 p.m., the Executive session was extended by President Smith, via public announcement an additional 15 minutes. At 3:30 p.m., the Executive session was extended by President Smith, via public announcement an additional 10 minutes. At 3:40 p.m., the Executive session was extended by President Smith, via public announcement an additional 5 minutes. The Executive Session ended at 3:45 p.m.

At the conclusion of the Executive Session, all staff was asked to come to the Board meeting and at that time, President Smith reminded staff to use their chain of command at YTID when addressing any office issues.

There being no further business, the meeting was adjourned at 3:50 p.m. by President Smith.

RON SMITH, PRESIDENT

TRAVIS OKELBERRY, SECRETARY-MANAGER

YAKIMA-TIETON IRRIGATION DISTRICT
OCTOBER 2024

Void Check No. 13169 & 13197, Check No. 13202 - 13249, & EFT No. 7000096 - 7000116

END OF MONTH BILLS/ PREVIOUSLY AUTHORIZED

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13202	INVISIBLE INK CORPORATION	DOWN PMT - WEBSITE UPDATE	2,890.00
13203	COMPU-TECH, INC	IT SOFTWARE SUPPORT	450.00
13204	LABORERS LOCAL #348	MONTHLY EE UNION DUES	912.00
13205	PACIFIC POWER	POWER & LIGHTS	52,331.06
13206	PARSEC COMPUTER CORPORATION	IT SOFTWARE SUPPORT	350.68
13207	SOLARITY CREDIT UNION	K. CHOATE MONTHLY DEPOSIT	100.00
13208	U. S. CELLULAR	PHONES/TABLETS EXPENSE	1,168.35
		SUBTOTAL END OF MONTH BILLS:	**$ 58,202.09**
		TOTAL - PREVIOUSLY AUTHORIZED:	**$ 58,202.09**

REGULAR BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13169	GRAINGER, INC	VOID: PAYMENT WAS PAID VIA CC	-853.06
13197	YAKIMA AIR COMPRESSOR	VOID: DUPLICATE PAYMENT	-150.12
13209	JODY ARAGUZ	MILEAGE REIMB/WFOA TRAINING	249.91
13210	AT&T MOBILITY	HEADGATES/SIM CARD FOR ROUTER	22.01
13211	ACE/ROY'S HARDWARE	SMALL TOOLS & SUPPLIES	180.37
13212	AM BRANAM TOOLS, INC	SMALL TOOLS & SUPPLIES	1,355.34
13213	BIG STATE INDUSTRIAL SUPPLY	SAFETY GLASSES FOR CREW	1,796.63
13214	BURROWS TRACTOR	NEW 1" PUMP	661.10
13215	CINTAS CORPORATION #605	RUGS & SUPPLIES	278.66
13216	COMPU-TECH, INC	IT SOFTWARE SUPPORT	515.00
13217	EDGE CONSTRUCTION SUPPLY	TOOLS & EQUIPMENT	465.25
13218	FIAMO OCCUATIONAL MEDICINE	NEW HIRE DRUG TEST & DOT CDL	175.00
13219	FOOTHILLS IRRIGATION	SUPPLIES	32.43
13220	H.D. FOWLER COMPANY INC	SHOP STOCK	2,160.09
13221	GUARDIAN SECUTIY SYSTEMS, INC.	BUILDING SECURITY ALARM	259.20
13222	HALVERSON NORTHWEST LAW GROUP	LEGAL SERVICES	3,000.80
13223	HBQ, INC.	FILL FOR PROJECTS	741.42
13224	HELLIESEN LUMBER&SUPPLY CO,INC	RAISE OF TRASH RACK @ FRENCH CNYN	781.29
13225	INLAND FIRE PROTECTION, INC	ANNUAL EXTINGUISHER INSPECTION	556.35
13226	MENKE, JACKSON & BEYERS	LEGAL FEES	1,012.40
13227	MORTON'S SUPPLY, INC	HAND WINCH FOR ANIMAL RAMPS	323.05
13228	NAPA AUTO PARTS	REPAIR PARTS	161.95
13229	ONE CALL CONCEPTS, INC	811 CALL TO DIG	397.60
13230	O'REILLY AUTO PARTS	PARTS/SUPPLIES	427.71
13231	OXARC, INC	GAS FOR SHOP	39.18
13232	PAPE KENWORTH NORTHWEST	TRUCK #52/PARTS	149.18
13233	PARSEC COMPUTER CORPORATION	IT SOFTWARE SUPPORT	2,520.74
13234	PLATT ELECTRIC	WIRE & WIRE ENDS	1,066.45
13235	QUILL CORPORATION	OFFICE SUPPLIES	400.04
13236	THE REINALT-THOMAS CORPORATON	TIRES FOR TRUCK #7 & #9	2,531.43
13237	RH2 ENGINEERING,INC	ENG. SERVICES	6,505.94
13238	SANGER LAW, P.C.	QUARTERLY COALITION EXPENSES	800.00
13239	JLA SUPPLY, INC.	SEALANT FOR FRENCH CANYON	363.98
13240	SIX ROBBLEES' INC	TRANSPORT BUGGY	63.06
13241	STEINS HARDWARE	SUPPLIES	242.70
13242	STRIPE RITE INC,	FIRE - FLAGGING	2,252.00
13243	TRI-STATE SUPPLY CO	NEW EXHAUST FOR FRENCH CANYON	712.07
13244	VALLEY FORD SALES, INC	PARTS FOR TRUCKS	207.09
13245	VERIZON	TELEMETRY	156.08
13246	WEAVER DISTRIBUTING	BOLTS FOR BARRETT JOB	670.12
13247	XEROX CORPORATION	OCTOBER PRINTER READS	169.75
13248	YAKIMA AIR COMPRESSOR	TRUCK #77 TOOLS	67.96
13249	YAKIMA COUNTY GIS	MONTHLY GIS	85.00
		SUBTOTAL REGULAR BILLS:	**$ 33,553.15**

ELECTRONIC FUND TRANSFERS (EFT)

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
7000096	AFLAC	OCTOBER AFLAC EE PREMIUMS	503.49
7000097	CENTURYLINK	TELEPHONE EXPENSE	302.95
7000098	CENTURYLINK	TELEPHONE EXPENSE	346.28
7000099	CHETU INC.	MONTHLY CHETU BILLING	4,968.00
7000100	Christensen, Inc	FUEL	5,638.17
7000101	CNA SURETY	STREET EXCAVATION/ CITY OF YAK BOND	175.00
7000102	CONVERGE - ELAVON	CC MONTHLY FEES	31.41
7000103	DEPARTMENT OF LICENSING	BACKGROUND CHECK	45.00
7000104	DEPART OF RETIREMENT SYSTEMS	OCTOBER DRS PAYMENT	20,996.29
7000105	DEPT OF SOCIAL & HEALTH SERV	OCTOBER CHILD SUPPORT PMT	62.00
7000106	EMPLOYMENT SECURITY DEPARTMENT	Q3 2024 WA CARES QUARTERLIES	4,688.00
7000107	INTERNAL REVENUE SERVICE	OCTOBER EFTPS PAYMENT	32,045.19
7000108	LABOR & INDUSTRIES	Q3 L&I QUARTERLIES	8,354.88
7000109	NORTHWEST LABORERS	OCTOBER CREW PREMIUMS	16,960.00

YAKIMA-TIETON IRRIGATION DISTRICT
OCTOBER 2024

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7000110	NORTHWEST LABORERS	OCTOBER OFFICE PREMIUMS	6,546.00
7000111	PITNEY BOWES	QURTLY POSTAGE MACHINE LEASE	2,328.52
7000112	US BANK TREASURY DIVISION	MONTHLY SAFEKEEPING FEE	30.00
7000113	VISA-U S BANK	OCTOBER CREDIT CARD RECONCILIATION	3,699.16
7000114	WHOLESAIL NETWORKS	MONTHLY INTERNET EXPENSE	550.00
7000115	Yakima Clean Team	OCTOBER JANITORIAL SERVICES	585.00
7000116	YAKIMA WASTE SYSTEMS,INC	GARBAGE SERVICES	122.24
		SUBTOTAL EFTS:	**$ 108,977.58**
		TOTAL - REGULAR BILLS & EFTs:	**$ 142,530.73**

TOTAL BILL AMOUNT FOR MONTH:	**$ 200,732.82**
LESS: PREVIOUSLY AUTHORIZED	**$ 58,202.09**
TOTAL REGULAR BILLS & EFTs FOR APPROVAL:	**$ 142,530.73**