MINUTES
REGULAR BOARD MEETING – NOVEMBER 14, 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 Dan Keller, Jim Milton, Chuck Turner, Secretary-Manager Travis Okelberry, Assistant Manager Brian Boyd, Project Coordinator Josh Akehurst (joined the meeting at 2:45 p.m.) and Administrative Assistant Laurie Beth Hood. Also present were Jason Bolin and Rick Dieker.

Rick Dieker provided information on the memorial service for former District Manager, Warren Dickman, to be held at the Holy Family Church on Monday, November 25th at 10:00 A.M. The Manager took this opportunity to read Warren Dickman's obituary to the Board of Directors. In lieu of flowers, the Board discussed contributing to a charity as directed by the Dickman family. Rick Dieker left the meeting at approximately 1:30 p.m.

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

1. Approve November 14, 2024 – Board Meeting Agenda
2. Approve the edited September 12, 2024 Regular Board Meeting minutes
3. Approve – October 10th, 2024 Regular Board Meeting Minutes
4. Approve – October 21st, 2024 Special Board Meeting Minutes
5. Payroll for October 2024: $132,716.18
6. Special Bills:
    a) Jacobs (engineering services):
        - Through September 2024 - $125,773.56
        - Through October 2024 - $120,402.24
    b) REC (Renewable Energy Coalition - $300.00
    c) Contech (canal cover): $127,090.05 and $59,294.25
    d) True North Steel (canal cover): $121,468.20 and $64,421.06
    e) North Wind (helicopter): $13,973.41
    f) Triply Construction (replace heavy cover timber cribbing) - $142,632.57
    g) Boyd's Tree Service: $21,180.53 and $16,481.23
    h) Also approved were:
        - HLA (site excavation survey) - $21,500.00
        - Ron Smith (NWRA travel exp) - $1,376.29
        - Dan Keller (NWRA travel exp) - $588.59

A motion was made by Director Turner, seconded by Director Keller and passed, to approve the regular bills in the amount of $200,732.82.

The Manager gave an update to the November Budget report. Unfortunately, it does not look like YTID will have the ability to recoup the hydro income losses sustained after the Rimrock Retreat fire.

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.

No election was necessary per RCW 87.03.075, therefore Dan Keller and Jason Bolin were elected as Yakima Tieton Irrigation District Directors, with their terms beginning on January 7, 2025. Oaths of Office were signed by each Director. The Certificate of Elections Forms were signed and sealed by the District Manager.

a) Laurie Beth Hood gave a presentation to the Board on the legally required steps that would be required should the district need to hold an election. Topics covered: the Nomination/Petition process, Resolutions required, notifications of elections via mail and posting sites, the election day, election workers, legal counting and safe storage of the absentee and regular ballots.

O & M Projects with Brian Boyd:

1. The crew completed the washing, repairing and patching the bottom/sides of the canal. The starting point of the work began at the cement shed and ended at the windy point tunnel.
2. Project Coordinator Josh Akehurst is currently working on the following projects: the new webpage, the customer phone notification system, the Chetu work order/timecard system and raising the trash rack at the French Canyon Dam.

Manager Report with Travis Okelberry:

1. The Retreat Fire update: Phase 2
    a) 5,000 linear feet of canal cover, out of the 10,000 ft. total required, has been installed. The progress made on the cover installation has been slower than anticipated, at about 550' weekly. This work will continue weather permitting.
    b) I.C.I. is currently moving material (fractured basalt?) out from under the pipe bridge at milepost 0.8, the highest-risk area identified on the canal by the B.A.E.R. report. The type of material to be removed will determine how quickly this process is completed.
        - Next Steps:
            - Jacobs is currently preparing a quote for the purchase of a spare pipe bridge. This purchase would ensure that YTID could replace infrastructure should we experience a pipe bridge failure due to the aftermath of the Rimrock Retreat Fire. The finished pipe bridge would take approximately 16 weeks for delivery. A motion was made by Director Turner, seconded by Director Keller and passed, to authorize the Manager to approve purchase of this pipe bridge in the amount not to exceed $300,000.00.
            - The quote on the preventative "avalanche fence" is prohibitively expensive at 12K per lineal foot. Currently, the Manager has decided against this course of action due to the exorbitant cost, combined with the fact that YTID would not be able to clean up behind the fence due to the steepness of the terrain in these areas.
2. NRCS EWPP (Emergency Watershed Protection Program) has been identified as a potential funding source with a 75% to 25% cost share split. This funding could possibly cover the costs for the spare pipe bridge and debris fencing.
3. A motion was made by Director Turner, seconded by Director Keller and passed, to hold a special board meeting on Monday, December 2, 2024, at 1:00 p.m., to discuss canal alternatives and agenda prep for the upcoming meeting in Spokane with Reclamation Regional Director – Jennifer Carington.
4. The Manager met with The Department of Ecology on November 18th to discuss an "emergency mitigation" plan in the event of a possible catastrophic canal failure. The D.O.E. is working to identify potential water sources that YTID could possibly use to deliver the minimum amount of water necessary to keep orchards alive should a catastrophic canal failure occur.
5. The Manager is scheduled to have tours of the YTID canal with Senators Judy Warnick & Dan Newhouse, the WSWRA staff and FFA Board members in the coming months.
6. There are some safety concerns with modifying the "roll over" bars with the Case SL 12 Telescopic Reach Small Articulated Loader that YTID would like to purchase. This purchase will be put on hold until these issues can be resolved with the Department of Labor & Industries.

Jacobs Engineering Update:

1. Todd Hunziker of Jacobs was unavailable to attend, therefore the Manager reviewed the Retreat Fire cashflow spreadsheet with the Board, which covered all work activity with expenses to date and possible future costs.
2. The construction on the French Canyon Dam Raise will need to go out for bid in February to enable the start of construction in March of 2025.

The Manager briefly discussed the main canal replacement long-term goals.

1. Short term, YTID is currently looking at various liner options to prolong the canal life expectancy, continuing the installation of the canal and installing the automated control system.
2. Installing pipe in the canal has been discussed as a possible long-term option, however, installation of such pipe could be an issue in areas with large curves, while also limiting water capacity.
3. The box culvert/tunnel option would require major excavation and permitting costs, as the current landscape under the canal is curved for the current canal placement. Areas along the cliffs would also pose significant challenges.
4. The Wapatox project is being revisited due to the fish benefits and lower initial construction cost, however, the power for the pumping costs is still the major hurdle to overcome with this alternative.

At approximately 2:10 p.m., President Smith declared that the Board would go into executive session to discuss legal matters in accordance with RCW 42.30.110 (l)(i), real estate matters in accordance with 42.30.110 (1)(b) and employee performance matters in accordance with 42.30.110 (1)(g). 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 30-minute period, which began at 2:10 p.m. At 2:40 p.m., the Executive session ended.

A motion was made by Director Milton, seconded by Director Turner and passed, to approve the 2025 Budget and set the assessment rates as follows:

1. BASIC RATE
    a. Account Charge - $101.91
    b. Water Expense - $137.79
    c. Main Canal Project - $31.14
    d. Extra Water - $168.93
2. OTHER RATE
    a. Alternate Flow Expense - $83.54
    b. Frost Water Expense - $5.35 per frost unit
    c. Timer Turnout Expense - $133.64
3. The minimum rate will be $45.93 per share plus account charge of $101.91 and the Main Canal Assessment of $31.14 a share.
4. Local Improvement District No.2 and No.3
    a. Water Expense - $232.28
    b. Main Canal Project - $52.50
    c. Account Charge - $101.91
    d. Service Fee - $36.40

In other business, the Board thanked Chuck Turner for his service on the Board of Directors because his term expires in December of 2024.

There being no further business, the meeting was adjourned at 3:09 p.m. by President Smith.

RON SMITH, PRESIDENT

TRAVIS OKELBERRY, SECRETARY-MANAGER

YAKIMA-TIETON IRRIGATION DISTRICT
NOVEMBER 2024

Check No. 13250 - 13302, & EFT No. 7000117 - 7000134

END OF MONTH BILLS/ PREVIOUSLY AUTHORIZED

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13250	BOYD'S TREE SERVICE	FIRE: TREE FALLING SERVICES	37,661.76
13251	CONTECH ENGINEERED SOLUTIONS	CANAL COVERING INSTALLATION	186,384.30
13252	NORTH WIND AVIATION LLC	FIRE: HELICOPTER CONTRACT	13,973.41
13253	TRI-PLY CONSTRUCTION, LLC	CONTRACT SERVICE FOR FIRE	142,632.57
13254	TRUENORTH STEEL, INC.	FIRE: CANAL COVER	185,889.26
13255	CH2M HILL, INC	ENGINEERING SERVICE FOR FIRE	246,175.80
13256	HLA ENGINEERING, INC	FIRE: ENG. SERVICES/SURVEYING	21,500.00
13257	DAN KELLER	NWRA ANNUAL CONF/TRAVEL EXPENSE	588.59
13258	JOHN R. LOWE	LEGAL COUNSEL FOR REC	300.00
13259	RON SMITH	NWRA ANNUAL CONF/TRAVEL EXPENSE	1,376.29
		SUBTOTAL SPECIAL APPROVED FROM 11/14/2024:	**$ 836,481.98**
13260	BUREAU OF RECLAMATION	STORAGE ASSESSMENT FOR 2025	122,500.00
13261	LABORERS LOCAL #348	MONTHLY EE UNION DUES	912.00
13262	JIM MILTON	NWRA ANNUAL CONF/TRAVEL EXPENSE	1,254.70
13263	PACIFIC POWER	POWER & LIGHTS	37,962.89
13264	PARSEC COMPUTER CORPORATION	IT SOFTWARE SUPPORT	3,429.66
13265	SOLARITY CREDIT UNION	K. CHOATE MONTHLY DEPOSIT	100.00
13266	U. S. CELLULAR	PHONES/TABLETS EXPENSE	1,382.37
		SUBTOTAL END OF MONTH BILLS:	**$ 167,541.62**

REGULAR BILLS

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
13267	AT&T MOBILITY	HEADGATES/SIM CARD FOR ROUTER	28.17
13268	PNW CDL TRAINING, LLC	CDL TRAINING - T. PETERSON	3,960.00
13269	PRECISION PAVING & GRADING INC	ASPHALT PAVING ROZENKRANZ&POTR RD	2,163.00
13270	ACE/ROY'S HARDWARE	SMALL TOOLS/SUPPLIES	51.29
13271	BAUGHMAN SAW SHOP	FILL FOR CHAINSAW SHARPENING	3.51
13272	BIG STATE INDUSTRIAL SUPPLY	SHOP SUPPLIES	108.00
13273	CARBONATED CARPET SOLUTIONS	CARPET CLEANING	305.00
13274	CENTRAL PRE-MIX CONCRETE	CONCRETE FOR TRASH RACK F.CANYON	1,520.10
13275	CINTAS CORPORATION #605	RUGS & SUPPLIES	195.98
13276	COMPU-TECH, INC	IT SOFTWARE SUPPORT	755.00
13277	EDGE CONSTRUCTION SUPPLY	GEAR FOR CREW	282.70
13278	H.D. FOWLER COMPANY INC	VALVE REPLACEMENT	3,294.96
13279	GUARDIAN SECUTIY SYSTEMS, INC.	BUILDING SECURITY ALARM	259.20
13280	HALVERSON NORTHWEST LAW GROUP	LEGAL COUNSEL	1,002.60
13281	HBQ, INC.	FILL FOR PROJECTS/F. CANYON	4,939.81
13282	HELLIESEN LUMBER&SUPPLY CO,INC	TRASH RACK F. CANYON	224.99
13283	INTERSTATE ALL BATTERY CENTER	TRUCK #45 VAC TRAILER	205.72
13284	JOHN R. LOWE	LEGAL COUNSEL FOR REC	300.00
13285	MORTON'S SUPPLY, INC	STEEL FOR TRASH RACK @ F CANY ON	1,140.07
13286	ONE CALL CONCEPTS, INC	811 CALL TO DIG	103.66
13287	O'REILLY AUTO PARTS	SUPPLIES AND TRUCK MAINT.	778.11
13288	OXARC, INC	SHOP - MIG MACHINE	102.19
13289	PARSEC COMPUTER CORPORATION	IT SOFTWARE SUPPORT	3,158.86
13290	THE PRINT GUYS	ASSESSMENT ENVELOPES & BUSINESS CARDS	710.89
13291	QUILL CORPORATION	OFFICE SUPPLIES	412.05
13292	RH2 ENGINEERING,INC	ENGINEERING SERV/COWICHE HYDRO	10,522.91
13293	RUSSELL CRANE SERVICE, INC.	BRIDGE REMOVAL @ FRENCH CANYON	969.84
13294	STANDARD PAINT	PAINT FOR AIRVENT/GRAFITTI	54.63
13295	STEINS HARDWARE	SMALL TOOLS/SUPPLIES	128.53
13296	STRIPE RITE INC,	FLAGGERS FOR JOB ON ROZENKRANZ	6,187.00
13297	TACOMA SCREW PRODUCTS, INC	BOLTS&DRILL BITS FOR TRASH RACK	278.39
13298	TIRE CENTERS, INC.	ATV TIRE FLIP/REPAIR	152.06
13299	VERIZON	TELEMETRY	156.08
13300	XEROX CORPORATION	OCTOBER PRINTER READS	222.81
13301	YAKIMA COUNTY GIS	MONTHLY GIS	85.00
13302	YAKIMA COUNTY SOLID WASTE DIV	AC PIPE DISPOSAL	88.58
		SUBTOTAL REGULAR BILLS:	**$ 44,851.69**

ELECTRONIC FUND TRANSFERS (EFT)

CHECK NO.	VENDOR NAME	DESCRIPTION	AMOUNT
7000117	AFLAC	NOVEMBER AFLAC EE PREMIUMS	503.49
7000118	CENTURYLINK	TELEPHONE EXPENSE	143.52
7000119	CENTURYLINK	TELEPHONE EXPENSE	346.17
7000120	CENTURY LINK	TELEPHONE EXPENSE	162.22
7000121	CHETU INC.	MONTHLY CHETU BILLING	5,184.00
7000122	Christensen, Inc	FUEL	4,616.98
7000123	CONVERGE - ELAVON	CC MONTHLY FEES	31.41
7000124	DEPART OF RETIREMENT SYSTEMS	NOVEMBER ROTH PMTS	19,030.26
7000125	DEPT OF SOCIAL & HEALTH SERV	NOVEMBER DSHS PMT	62.00
7000126	INTERNAL REVENUE SERVICE	NOVEMBER FIT PMTS	28,080.08
CHECK NO.	**VENDOR NAME**	**DESCRIPTION**	**AMOUNT**
7000127	NORTHWEST LABORERS	NOVEMBER CREW MEDICAL	16,960.00

7000128	NORTHWEST LABORERS	NOVEMBER OFFICE MEDICAL	6,546.00
7000129	PITNEY BOWES	POSTAGE REFILL	1,000.00
7000130	US BANK TREASURY DIVISION	MONTHLY SAFEKEEPING FEE	28.00
7000131	VISA-U S BANK	NOVEMBER CC RECONCILIATION	7,010.56
7000132	WHOLESAIL NETWORKS	MONTHLY INTERNET EXPENSE	550.00
7000133	Yakima Clean Team	NOVEMBER JANITORIAL SERVICES	585.00
7000134	YAKIMA WASTE SYSTEMS,INC	GARBAGE SERVICES	130.61
		SUBTOTAL EFTS:	**$ 90,970.30**
		TOTAL - REGULAR BILLS & EFTs:	**$ 135,821.99**
		TOTAL BILL AMOUNT FOR MONTH:	**$ 1,139,845.59**
		LESS: PREVIOUSLY AUTHORIZED	**$ 836,481.98**
		TOTAL REGULAR BILLS & EFTs FOR APPROVAL:	**$ 303,363.61**