MINUTES
REGULAR BOARD MEETING – JANUARY 15, 2026
BOARD OF DIRECTORS
YAKIMA-TIETON IRRIGATION DISTRICT

The Board meeting was called to order by President Smith at approximately at 12:00 p.m. Present were Directors Dan Keller, Jason Bolin, Andy Judd, Chuck Turner, Secretary-Manager Travis Okelberry, Assistant Manager Brian Boyd, H. R. and Safety Director Mandy Burkett, Project Coordinator Josh Akehurst, Administrative Assistant Laurie Beth Hood, Norman Semanko of Parsons Behle & Latimer (via zoom), Todd Hunziker of Jacobs and Brittany Hughes of Jacobs & (via zoom) and Nancy Twineham of CLA (via zoom).

There were three visitors, Dan Fuller, Jay Clemens and Steve Brown. All three were interested in getting a statis report on the Main Canal Replacement project and preferred alternatives. There was also discussion on grants received due to the Rimrock Retreat fire and litigation issues where said fire originated.

The Manager administered the Oath of Office to the newly elected Director, John C. Turner, who began his term on January 6, 2026. (The first Tuesday in January.)

A motion was made by Director Judd, seconded by Director Bolin and passed, to retain Ron Smith as the President of the Board and Dan Keller as Vice President of the Board.

A motion was made by Director Turner, seconded by Director Keller and passed, to confirm and approve the YTID Bylaws.

A motion was made by Director Turner, seconded by Director Bolin and passed, to establish the regular Board meeting dates and times at noon, on the first Thursday following the 9th of each month.

A motion was made by Director Bolin, seconded by Director Keller and passed, to approve the following Consent Items A -C: (Organizational & Appointments)

a. Hire Travis Okelberry as Manager
b. Appoint Travis Okelberry as Board Secretary
c. Hire Brian Boyd as Assistant Manager

A motion was made by Director Keller, seconded by Director Turner and passed, confirming Resolution 2026-1, to approve Travis Okelberry as the Treasurer and Alma Puyette as Assistant Treasurer, with the authority to invest funds.

A motion was made by Director Keller, seconded by Director Judd and passed, to approve the following consent items:

a. Approve January 15, 2026 Board Meeting Agenda
b. Review/Approve December 11, 2025 Regular Board Meeting Minutes
c. Review/Approve December 18, 2025 Special Board Meeting Minutes
d. Payroll for November 2025 - $138,258.46
e. Other: N/A

A motion was made by Director Keller, seconded by Director Bolin and passed, to approve the regular bills for December 2025, in the amount of $1,115,276.49 with a necessary correction made for the following: Voiding check numbers 0014113 (for $1216.84) to Century Link due to it being a closed account and 0014123 to the Department of Ecology (for $342.51) due to it being a duplicate check, reducing total amount of regular bills for December to $1,114,059.65.

The Manager discussed with the Board Yakima County recording fees on items that are sent to Yakima County. Items such as New Association paperwork & Multi Delivery Turnout Agreements have been paid by YTID in the past, so staff is checking with other government entities to see how they handle these charges. The District may ask that the customer requesting forms that require recording fees should be required to pay for those fees themselves.

The Manager wanted to make certain that it was put into the record that the bill run was corrected for November 2025. An incorrect check was voided that was originally made out to Ron Smith, then payment was re-issued in amended amount, reflecting the correct travel reimbursement. The total amount of the regular bills for November was changed to $1,247,973.49. (from $1,250,854.82)

The monthly budget report shows all items within expectations. Due to grants received because of the Rimrock Retreat Fire, the budget looks better than originally projected.

The Manager reported on the Hazard Mitigation planning process: The details of the plan have been updated, so now the plan is close to being complete and ready for submission to FEMA for approval. This approval will allow YTID to apply for emergency funding in the future.

A motion was made by Dan Keller, seconded by Director Turner and passed, to approve the CSNW (Control Systems Northwest) contracts for the 2026 On-Call Scada, in the amount of $20,000.00 and the Cowiche Hydro Cone Valve Replacement, in the amount of $18,144.00.

Nancy Twineham of CLA gave a report to the Board. CLA has been training Alma Puyette, the new Assistant Treasurer, and Nancy complimented Alma on her efficiency and ability to learn. Nancy also advised the Board that the Vision program is not working out as planned and thought that the implementation of this software program should be abandoned. Vision has not been able to produce the reports necessary for audit purposes. The Manager informed the Board that the district will be exploring the QuickBooks program as the new alternative to AS400. QuickBooks can be supported by CLA staff while ownership would remain with YTID.

The H/R and Safety report with Mandy Burkett:

1. H/R: The Assistant Treasurer position was filled by Alma Puyette, who began work on December 1, 2025.
2. Interviews begin the third week in January for the Administrative Assistant Position replacing Laurie Beth Hood upon her retirement.
3. The Board was reminded that they are eligible to sign up for the Department of Retirement through Washington State.
4. The Maintenance Supervisor had his surgery and has recently come back to work.
5. The Employee manual was submitted to the Board for approval at the February 12, 2026 Board meeting.

O & M Projects report: Brian Boyd/Josh Akehurst:

a. There has been continuing work done up at the canal after the “atmospheric river” rainfall event, many trees and at least one large boulder impacted the canal, necessitating repairs and clean up. The crew also repaired a leak in a 30” mainline this past month and many PRV’s.
b. Project Coordinator Akehurst reported that recent quotes received regarding repairing the road at Trout Lodge were more expensive than the amount approved by the Board. It has been determined that the crew will be able to complete this road repair work instead of hiring an outside contractor.
c. Jacobs will be obtaining bids to cut down dozens of trees that have been identified as a hazard to the canal and personnel.

Jacobs Engineering Report: Todd Hunziker

a. Task Order 21 update: Debris Barrier construction is currently underway at MP 0.8 and MP 1.4. Todd explained to the visitors all that was included in Task Order 21, (Rimrock Retreat Fire response), to repair and mitigate any further damage to the canal, including but not limited to, ordering a spare pipe bridge that is currently on site at YTID.
b. Task Order 1, canal design update: Surveying and the geo-tech borings are complete, which will enable Jacobs to have a 30% constructible design for reach 1 completed by May 2026. The core drilling test results and survey work should be completed by Feb. 6th and an update on those findings will be presented at the February 2026 Board meeting.

Manager Report with Travis Okelberry:

1. Flood control releases are ongoing at Bumping Lake and discussions about also Rimrock.

2. BOR water status report shows that Rimrock Storage is at 78% as of Jan. 8th, 2026, however, the snowpack is currently below average for this time of year. (at about 50% of average snowpack.)
3. WSWRA update: Manager Okelberry has agreed to sit on a new sub-committee that will be involved with direct outreach to legislators.
4. The Manager included the Family Farm Alliance Monthly Briefing report from the Executive Director, Samantha Barncastle. They have recently testified before congress on forest health, water security and the cost of inaction.
5. It was the consensus of the Board that the Manager create a Resolution to put before the Board at the February Board meeting to obtain permission to send a special gift to people who worked the Board of Directors election in 2025.
6. The KGA property purchase has been finalized.
7. The Manager let the Board know that YTID may need to be involved in the repair/replacement of the Tieton River pedestrian bridges. DFW has asked about maintenance and inspections.
8. The Manager is continuing outreach to various stakeholders and government leaders to discuss the ongoing risks to the canal, elevating the urgency exacerbated by the recent atmospheric river events that are causing additional damage to the canal. YTID is waiting to hear on the EXM/One Big Beautiful Bill funding before moving forward on the main canal replacement project community outreach.
9. YTID has been awarded (2) 50K grants from the North Yakima Conservation District and Ecology. YTID is currently setting up a call with the Department of Commerce to apply for PWB program funds (with a $10M cap)
10. Commissioner McKinney will be attending our February 2026 Board meeting as he was unable to attend the January board meeting as originally planned, due to a conflict with her schedule.

The visitors left the meeting at approximately 2:00 p.m.
Todd Hunziker left the board meeting at approximately 2:20 p.m.

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At approximately 2:20 p.m., President Smith declared that the Board would go into Executive session in accordance with RCW 42.30.110 (i) and RCW 42.30.110 (iii), to discuss legal counsel matters relating to agency enforcement actions, litigation, or potential litigation, and legal risks of proposed actions or current practices, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. The duration of this executive session would be approximately 30 minutes and would be concluded or extended, via public announcement, at 2:50 p.m. At approximately 2:50 p.m., the executive session was extended by public announcement an additional 10 minutes until 3:00 pm. At 3:00 p.m., the Executive session ended.

Chuck Turner left the Executive session at approximately 2:35 p.m. and Jason Bolin left the Executive session at approximately 2:50 p.m.

After some discussion, it was the consensus of the Board that a Special Board meeting be scheduled for Thursday, January 22, 2026 at 1:30 p.m.

There being no further business, the meeting was adjourned at approximately 3:10 p.m. by President Smith.

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RON SMITH, PRESIDENT TRAVIS OKELBERRY, SECRETARY-MANAGER