

MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS
OF THE
SOUTH COLUMBIA BASIN IRRIGATION DISTRICT

November 16, 2023 Pasco, Washington

The regular meeting of the Board of Directors of the South Columbia Basin Irrigation District was called to order by Director Richard Conrad at 9:00 a.m. on November 16, 2023. Those in attendance were:

DIRECTORS

Maurice Balcom
Richard Conrad
Charles Lyall
JJ Danz
Jared Balcom

OFFICERS AND STAFF

John O'Callaghan, Secretary/Manager
Kellie Pierson-Geddes, Assistant Secretary/Treasurer
Eric Dixon, Assistant Manager
Brian Scott, Chief Engineer
Terrie Larson, Executive Assistant
Larry Martin, Attorney

OTHERS

Clyde Lay, United States Bureau of Reclamation
Jacob Heinen, Basin View Farms, Inc.
Kirk Rathbun, Connell 76, LLC.

APPROVAL OF MINUTES

The minutes of the October 12, 2023 regular meeting were presented for Board approval. Director Lyall moved to approve the minutes as presented. Director J. Balcom seconded the motion and it carried.

ASSESSMENTS

The 2024 assessment roll was made available for Board review. The assessment roll will be available for public inspection at the reception counter of the Pasco office until the meeting of the Board of Equalization. A copy of the 2024 rate memo was included in the 2024 assessment roll binder. Secretary/Manager O'Callaghan recommended setting the date for the Board of Equalization meeting to December 14, 2023, at 9:00 a.m., at the Pasco office at 1135 East Hillsboro Street, Suite A, to run concurrently with the regular meeting of the Board of Directors. Director Danz moved to approve setting the Board of Equalization meeting date as December 14, 2023 and authorize the publication of the Notice of Meeting of the Board of Equalization. Director J. Balcom seconded the motion and it carried.

DECLARATION OF ELECTION

Director Conrad duly and timely filed a Petition of Nomination for re-election in Director Division 3 for a three-year term commencing in January 2024. No other petitions were received.

Secretary/Manager O’Callaghan presented Director Conrad with a Certificate of Election.

FINANCE AND BUDGET

Treasurer Pierson-Geddes reviewed the summary of investments and the October 2023 month-end financial statements.

Secretary/Manager O’Callaghan reviewed the October 2023 budget.

Treasurer Pierson-Geddes presented the following vouchers for Board consideration:

Investments	
Electronic funds transfer 102202	\$592,189.17
Check Nos. 220469 through 220503	\$406.09
Monthly Expenditures	
Electronic funds transfer 102187 through 102203	\$284,610.08
Check Nos. 220297 through 220572	\$1,756,666.98
Payroll	
Check Nos. 29442 through 29446 and electronic funds transfers to employee accounts	\$432,008.98

Treasurer Pierson-Geddes recommended approval. Director Danz moved to approve the vouchers as presented. Director J. Balcom seconded the motion and it carried.

BIDS & PRICING

Purchasing and Facilities Supervisor Johnson presented pricing for 60,000 pounds of Magnacide H Herbicide from Clear Channel IVM, LLC. for the purchase price of \$903,600.00 excluding Washington State sales tax. Director Danz moved to approve the purchase as presented. Director J. Balcom seconded the motion and it carried.

Assistant Manager Dixon presented the 2024 early order chemical purchase which includes 6,375 gallons of Teton at \$93.50 per gallon for a total purchase price of \$596,062.50, 4,500 gallons of Cascade at \$86.35 per gallon for a total purchase price of \$388,575.00, and 180 gallons of Top Deck (Imazamox) at \$215.00 per gallon for a total purchase price of \$38,700.00 excluding Washington State sales tax. The total purchase price is reduced by the 7.5% early order discount reducing the total price from \$1,023,337.50 to \$946,587.19. Director Danz moved to approve the early order chemical purchase as presented. Director Lyall seconded the motion and it carried.

Purchasing and Facilities Supervisor Johnson presented pricing for a 2025 Freightliner 108SD Plus Dump Truck Cab & Chassis under Washington State Contract No. 03920 from Freightliner Northwest for the purchase price of \$113,890.01 excluding Washington State sales tax. Director J. Balcom moved to approve the purchase as presented. Director Lyall seconded the motion and it carried.

Purchasing and Facilities Supervisor Johnson presented pricing for HDPE 18” double wall pipe and fittings from Ladd Irrigation for the purchase price of \$29,253.00 excluding Washington State sales tax. Director Danz moved to approve the purchase as presented. Director Lyall seconded the motion and it carried.

PRELIMINARY SURPLUS AUCTION RESULTS

The Board received a copy of the statement from Booker Auction for the November auction of surplus motor vehicles and work equipment. Total sales of the surplus equipment were \$75,191.40 less commissions and expenses of \$2,862.69, for a balance of \$72,328.71.

WATER SERVICE CONTRACTS

Secretary/Manager O’Callaghan presented and recommended approval of cancellations and renewals of the following Water Service Contracts:

Interruptible WSC #221	Pinto Loop, LLC.	1368 Acre-Feet
Interruptible WSC #222	Basin View Farms, Inc.	762 Acre-Feet
Interruptible WSC #248A	Connell 76, LLC.	862.2 Acre-Feet

Director Danz moved to approve the Water Service Contract Cancellations and Renewals as presented. Director J. Balcom seconded the motion and it carried.

AGREEMENT FOR PERMANENT RELEASE OF WATER ALLOTMENT

Secretary/Manager O’Callaghan presented and recommended approval of the following Agreements for Permanent Release of Water Allotment.

Jeff Graff Parcel	#001-067-004-03300-01	4 Acre-Feet
James K. Roberts	#003-020-011-04175-0	2.5 Acre-Feet
Paul Powers	#003-020-009-03800-0	27 Acre-Feet
Mark L. Leichtfuss	#003-020-011-04065-0	5.5 Acre-Feet
Gracie Wilson	#003-020-011-04030-0	4.05 Acre-Feet
Michael William Link	#002-081-000-03165-0	6.3 Acre-Feet
Michael William Link	#002-081-000-03410-0	2.7 Acre-Feet

Director Lyall moved to approve the Agreements for Permanent Release of Water Allotment. Director Danz seconded the motion and it carried.

RESOLUTIONS

Secretary/Manager O’Callaghan presented Resolution S-23-19 which was amended to remove a 2012 Ford F-350, District vehicle #5090-087 from the surplus list. Director Lyall moved to adopt Resolution S-23-19 as presented. Director J. Balcom seconded the motion and it carried.

Secretary/Manager O’Callaghan presented Resolution S-23-20 Concurrence with USBR for Disposal of Parcel No. 113140039. Director Lyall moved to adopt Resolution S-23-20 as presented. Director J. Balcom seconded the motion and it carried.

COLUMBIA BASIN HYDROPOWER RESERVED WORKS ACTIVITY BILLING

Columbia Basin Hydropower Reserved Works Activity Billing for 3rd quarter power operations and maintenance expenses in the amount of \$331,386.00 divided between the Columbia Basin Project irrigation districts. The SCBID portion is \$100,045. Director Lyall moved to authorize payment. Director J. Balcom seconded the motion and it carried.

PERSONAL SERVICES CONTRACT WITH SCHWISOW & ASSOCIATES

A personal services contract with Schwisow & Associates was presented to the Board. Director Danz moved to approve the annual renewal of the contract. Director Lyall seconded the motion and it carried.

TREASURER’S REPORT

Assistant Secretary/Treasurer Pierson-Geddes reported on the following projects:

Assessments - The 2024 assessment rates are balanced and the trial version of the assessment roll is complete. Advance assessments are being received. The additional water billing has been finalized and mailed out.

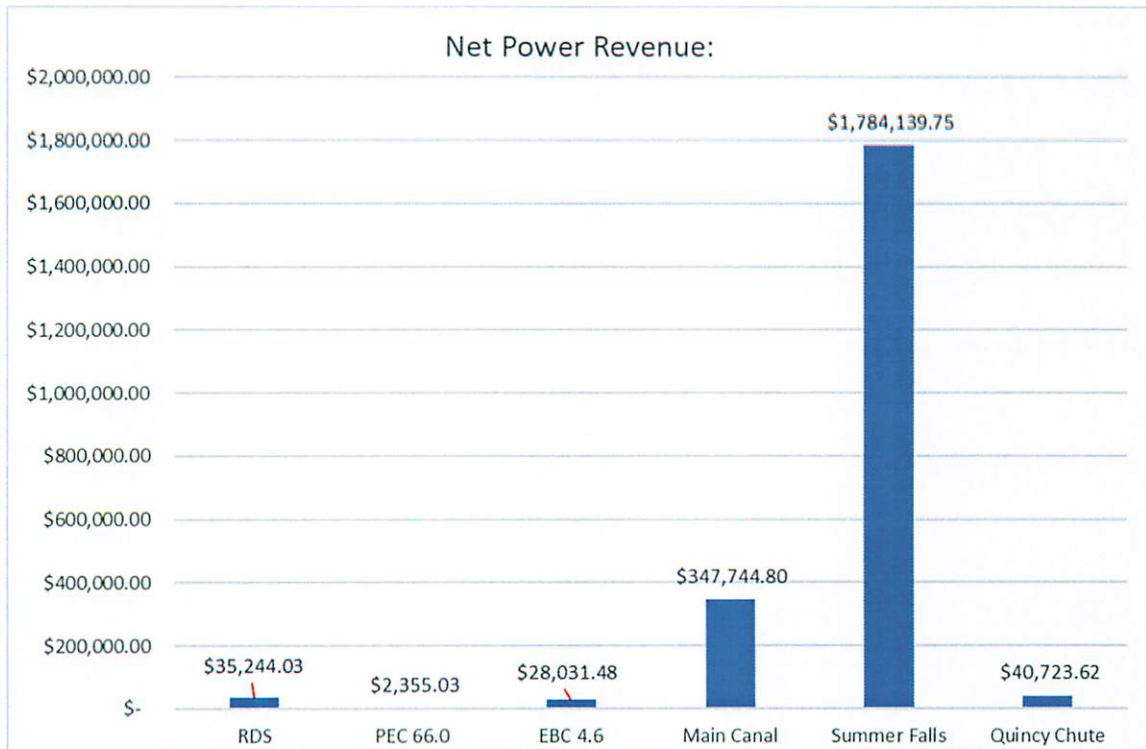
General – Assistant Secretary/Treasurer Pierson-Geddes participated in several meetings including the Columbia Basin Development League (CBDL) community convening regarding the competition of the Columbia Basin Project (CBP), the Washington State Water Resource Association board meeting, and the Columbia Basin Hydropower board meeting.

Investments – A United States Treasury Bill matured and a new United States Treasury bill was purchased.

Foreclosures – Documents and the required public notifications for the foreclosure proceedings are in progress.

Audit – A Washington State Auditor risk assessment meeting occurred on November 7. Documents requested for audit are credit card statements, capital leases, cash flow statement worksheets, and a capital asset list.

Public Records Request - Smart Procure submitted a public records request for the District's purchases from April 1, 2023 through October 23, 2023.



ENGINEERING REPORT

Chief Engineer Scott reported the status of the following projects:

General - Quotes were solicited for a small works project on the WB5.4 at Wahluke for slip lining of the road crossing under Sagehill Road which developed a leak earlier in the year. There are indications of joint separation. Engineers have completed designs for winter projects and are working on project oversight and field management for any minor modifications that may be required.

Bid Projects - Contracts for the Block 24 valve replacement and the Lower Scooteneey Pump manifold replacement have been signed. A notice to proceed has been issued and deconstruction will begin in January once materials are on site.

BPA Grants - The District has received a grant from the Bonneville Power Association for six Rubicon Gates. Four of the six gates were delivered to the Eltopia Watermaster Yard on Tuesday, November 7th. The remaining two gates are anticipated to ship in late December. Chief Engineer Scott has been working with crews on structural modifications and will coordinate with Rubicon to have the gates commissioned and tested once the water is turned back on.

Approximately 1300 linear feet of HDPE pipe will be installed at PE59.4D5 subject to the material purchase approval.

PEC Headworks Repairs – Divers were on site on October 25th to seal the gates. Crews have begun filling the access road. Concrete cutters cut the concrete slab floor and wall. District crews are working on removing the concrete and will start breaking rock in the floor once the concrete is completely removed. Reclamation will inspect the void under the floor and determine if we have removed enough of the floor to proceed forward.

PERMITS

Chief Engineer Scott presented the following permits for Board consideration:

<u>BLOCK/ FARM UNIT</u>	<u>APPLICANT/LANDOWNER</u>	<u>PERMIT REQUESTED</u>	<u>FEE</u>
13/96	Charles Mahler	Culvert Crossing	\$50
20/225	Bellflower Farms LLC	Turnout Relocation	\$250
B14	Lumen Technologies, Inc.	Temporary Fiber Crossing	\$50
1/99	ProMade Construction	Deep Sewer Crossing	\$250
15/112	Sandra Anderson	ROW Encroachment	\$50
15/112	Sandra Anderson	Return Flow Inlet	\$50

Chief Engineer Scott advised that the permits met all District requirements, there were no further operations or maintenance concerns to be considered and recommended approval by the Board. Director Lyall moved to approve the permits as presented. Director J. Balcom seconded the motion and it carried.

RECESS

Director Conrad called for a 10-minute recess at 10:30 A.M. The meeting reconvened at 10:40 A.M.

OPERATIONS REPORT

As of November 16, 2023, the Potholes Reservoir Elevation was 1037.2 (244,300 acre-feet active storage). The District has sprayed 4,628 acres and mowed 4,068 acres and 2,296 miles year to date.

The end-of-year delivery totals:

<u>End of Year Delivery Totals (SFD)</u>	
2023 – 405,385	2020 – 426,920
2022 – 403,671	2019 – 383,194
2021 – 445,733	2018 – 405,819

Assistant Manager Dixon reported on the status of the following topics:

Eltopia – Crews are stockpiling materials for winter liner projects, working on equipment yard lighting and prepping for new weed screen at PE64 pumping plant. Due to a BPA outage at the Glade substation, Esquatzel drain pumps were run by generator from November 9 through 13th.

Mesa - Excavation work at the PE38.9 siphon for tee installation has begun. The Mesa long stick excavator had a cracked boom which was repaired by the District welder.

Wahluke - Work has started at the Potholes East Canal headworks. Headworks gates were sealed on October 18th. Access work has been completed and concrete/rock removal has begun.

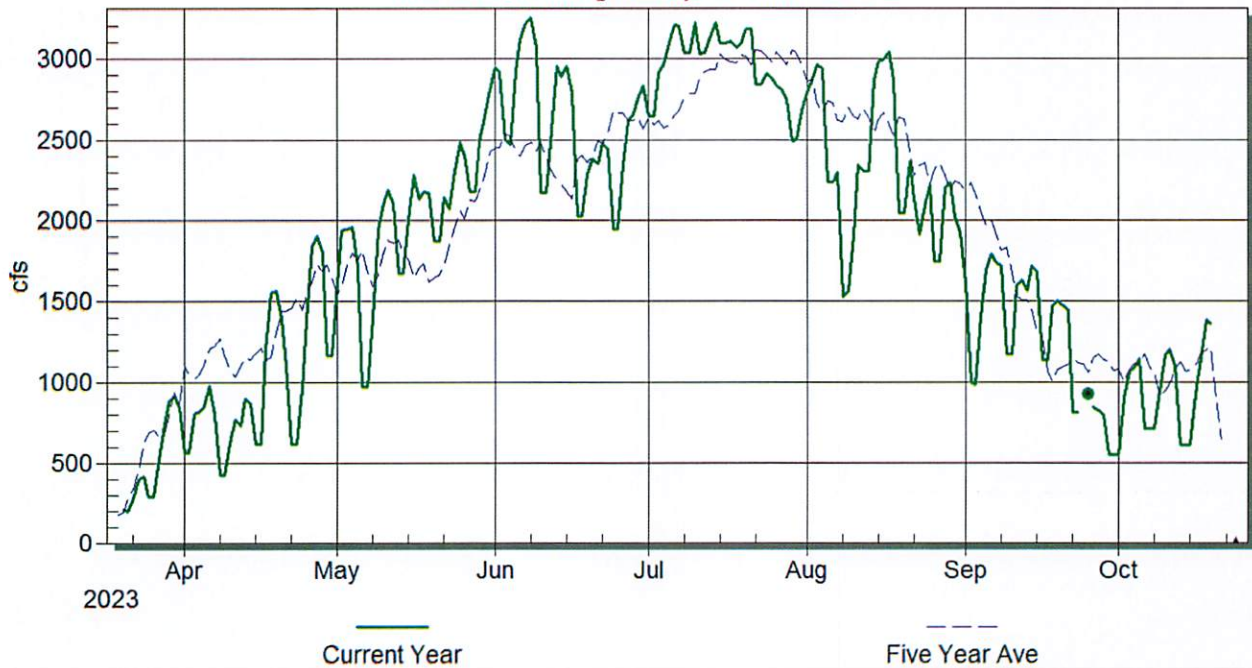
Mattawa – The well testing at Wahatis camp has returned positive bacteriological samples.

Miscellaneous - Plateau Archaeology has started preparing documents for the title transfer work. Pasco School District is nearing completion of a design for relocation of the PP6.0-0.5 pipeline in U18 of B1. Construction of the new pipeline should be completed this winter.

Director J. Balcom discussed a public nuisance at Carbody Beach which is upstream half a mile from where the District pump mechanic shop is located. The District will place a gate and create parking spots, in partnership with United States Army Corp. of Engineers and the Franklin County Sheriff's Department.

2023 POTHOLES CANAL FARM DELIVERIES

Plot for week ending Monday, November 13, 2023



MANAGER'S REPORT

Secretary/Manager O'Callaghan reported on events since the October board meeting which included various meetings he attended and upcoming events. Various projects in work are the SCADA Master Plan, the Partial Title Transfer and Diversion Rate Meetings.

CALENDAR OF EVENTS

Secretary/Manager O'Callaghan reviewed the November and December calendars.

USBR REPORT

Ephrata Field Office Deputy Manager Clyde Lay reported the supplemental feed route is in the final process.

PARTIAL TITLE TRANSFER

The Board reviewed the Memorandum of Agreement and the Agreement for Contribution of Funds for the Partial Title Transfer between the United States Bureau of Reclamation and the District. Director Danz moved to authorize the execution of a Memorandum of Agreement and Agreement of Contribution of Funds as presented. Director Lyall seconded the motion and it carried.

Secretary/Manager O'Callaghan discussed the need to retain NHPA Section 103 consultation services and presented for the Board's consideration a contract with ARC Cultural Resources Services, LLC for cultural resource and historic inventory consulting services. Director Lyall moved to approve the contract for consultation services subject to determination of required insurance levels by the contractor. Director Danz seconded the motion and it carried.

TRAVEL AUTHORIZATIONS

Secretary/Manager O'Callaghan requested authorization for the following travel:

NW Irrigation Operators Biennial Conference, Boise, ID, February 27-29, 2024
Reclamation Canal Operators Training, Denver, CO, Date TBD
Family Farm Alliance Annual Conference, Reno, NV, February 21-23, 2024

Director Lyall moved to authorize the travel requests. Director Danz seconded the motion and it carried.

AUTHORIZATION TO CALL FOR BIDS

Assistant Manager Dixon requested authorization to call for bids for a Gradall. The used equipment market moves quickly. To make a purchase promptly, the Purchase of Materials, Supplies, and Equipment resolution will be amended.

Assistant Manager Dixon requested authorization to call for bids for flow meters. Director Lyall moved to authorize the call for bids. Director J. Balcom seconded the motion and it carried.

CIAW INSURANCE UPDATE

The Board was provided with the premium comparison for CIAW Insurance coverage. The policies cover liability, property, automobile, crime, public officials, pollution, privacy and network Security, and excess liability.

AGFORESTRY FUNDING REQUEST

Secretary/Manager O'Callaghan encouraged the District to make a substantial financial donation to the AgForestry program. The benefit of the program greatly outweighs the expense to the District. Director J. Balcom moved to sponsor the Ag Forestry program of \$24,000. Director Lyall seconded the motion and it carried.

NWRA ANNUAL CONFERENCE REPORT

Secretary/Manager O'Callaghan reported on the meeting and networking opportunities during the NWRA Annual Conference, noting the several opportunities to engage with senior Reclamation leadership, including Commissioner Touton. The Board discussed the NWRA Board of Directors meeting in which the Water Strategies contract was discussed. The SCBID Board of Directors expressed their support for Water Strategies and their management of NWRA.

CBDL ANNUAL CONFERENCE REPORT

Director Lyall commented on the quality of presentations by CBP managers and Mike Schwisow, Schwisow and Associates, during the 2024 annual conference.

DIVERSION RATE UPDATE

Secretary/Manager O'Callaghan discussed the recent meetings with Reclamation regarding the diversion rate, noting the lack of progress. Reclamation is working to develop a new methodology for determining the rate but has not stated so explicitly, nor done so with the District's agreement.

COLUMBIA BASIN HYDROPOWER

There were no matters to discuss.

PUBLIC COMMENT

There were no members of the public in attendance.

November 2023

EXECUTIVE SESSION

There were no matters to discuss in executive session.

OTHER BUSINESS


There is no other business.

NEXT MEETING

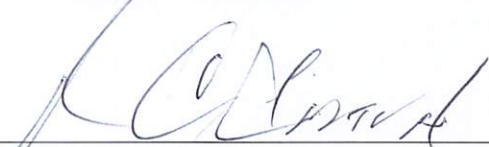
The next regular meeting will be Thursday, December 14th, 2023.

ADJOURNMENT

With no further business, Director Conrad adjourned the meeting at 12:40 P.M.



John O'Callaghan, Secretary/Manager



Director Richard Conrad, Vice-President