

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

August 10, 2023 Pasco, Washington

The regular meeting of the Board of Directors of the South Columbia Basin Irrigation District was called to order by Director Conrad at 9:00 a.m. on August 10, 2023. Those in attendance were:

OFFICERS AND STAFF

Maury Balcom	John O’Callaghan, Secretary/Manager
Richard Conrad	Kellie Pierson-Geddes, Assistant Secretary/Treasurer
Charles Lyall	Eric Dixon, Assistant Manager
JJ Danz	Brian Scott, Chief Engineer
Jared Balcom	Terrie Chambers, Executive Assistant
	Larry Martin, Attorney Halverson Northwest

OTHERS

Marc Maynard, United States Bureau of Reclamation
Amy Rodman, United States Bureau of Reclamation
Jacob Heinen, New Horizon Farms, Inc.
Darvin Fales, Columbia Basin Hydropower
Anna Franz, Law Offices of Kenison Franz

APPROVAL OF MINUTES

The July 13th, 2023 regular meeting minutes were presented for Board approval. Director Lyall moved to approve the minutes as presented. Director Danz seconded the motion and it carried.

FINANCE AND BUDGET

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

Secretary/Manager O’Callaghan reviewed the budget for July 31, 2023.

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

Investments		
Electronic funds transfer 102141, 102148, 102152		\$1,747,777.67



Monthly Expenditures

Electronic funds transfer 102136 through 102255 \$425,721.08
Check Nos. 219651 through 219811 \$1,463,582.57

Payroll

Check Nos. 29428 through 29431
and electronic funds transfers to employee accounts \$471,393.91

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

CBHP RESERVED WORKS POWER OPERATION 2023

Secretary/Manager O’Callaghan presented the Columbia Basin Hydropower (CBHP) Reserved Works Activities Power Operations 2023 2nd quarter Operation and Maintenance (O&M) expenses. South Columbia Basin Irrigation District’s (SCBID) portion of the \$331,386.00 invoice is \$100,045.00.

Director Danz moved to authorize payment of the CBHP Reserved Works Activities Power Operations 2023 2nd quarter O & M billing in the amount of \$100,045.00. Director Lyall seconded the motion and it carried.

WATER TURN-OFF DATES

Secretary/Manager O’Callaghan discussed the water turn-off dates with the Board. SCBID will recommend October 23rd as the shut-off date at the Reserved Works meeting on Monday, August 14th. The last Saturday ditch ride will be September 16th and the last day for water orders will be October 20th.

AGREEMENT FOR PERMANENT RELEASE OF WATER ALLOTMENT

Secretary/Manager O’Callaghan presented and recommended approval of an Agreement for Permanent Release of Water Allotment for Hector M. & Olga L. Contreras for Walla Walla County parcel #300812550304 releasing 5.85 acre feet of irrigation water. Director Danz moved to approve the Agreement for Permanent Release of Water Allotment as presented. Director Lyall seconded the motion and it carried.

TREASURER’S REPORT

Assistant Secretary/Treasurer Pierson-Geddes met with State Senators Boehnke and Torres in July. She also participated in the Family Farm Alliance, Columbia Basin Hydropower, and Washington State Water Resource Association board meetings as well as a meeting with Hamish Howard of Assura Software.

Financial Statements – A list of subscription-based information technology arrangements is being compiled pursuant to the new rule 96 for the Government Accounting Standards Board.

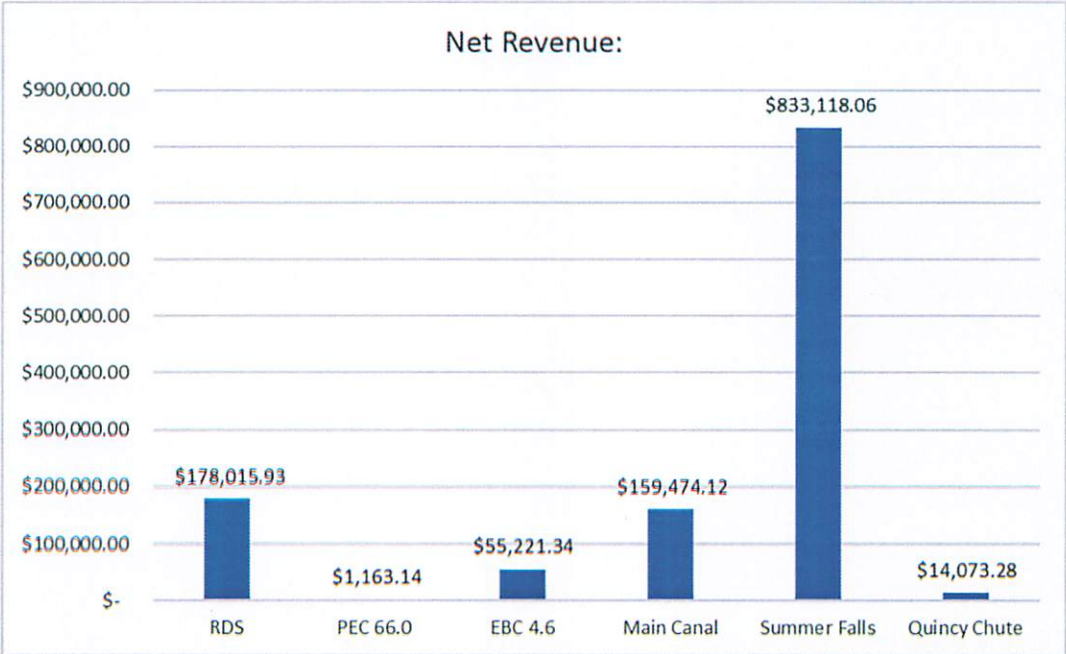


Investments – A treasury bill and a certificate of deposit matured in July. Funds were invested in three treasury bills at 5.2 to 5.25 percent.

Upgrades – The water quality, chemical application, and capital asset tracking modules are being prepared in Assura.

Foreclosures – The minimum payment amount has been received for ten of the original 14 delinquent accounts. A final warning letter was sent to the four delinquent accounts remaining on the foreclosure list. One delinquent account was paid in full. One delinquent account meets the minimum amount due for foreclosure and the other two accounts meet the age requirement to pursue foreclosure. A letter from Attorney Dempsey of Halverson Northwest will be sent to the account holders before foreclosure proceedings begin.

2023 POWER REVENUE & EXPENSES



ENGINEERING REPORT

Chief Engineer Scott reported on the following topics:

Engineers are working through winter project designs and finalizing contracts to go to bid. The final plan for the Potholes Headworks concrete work has been received. Chief Engineer Scott is researching the use of a water jet to remove the concrete and rock.

The District has received a cost estimate for the steel building and associated work for the Eltopia diesel/pump mechanic shop. Chief Engineer Scott has requested an estimate for the proposed overhead cranes for the shop.



District engineers are preparing designs for buried liner projects for leaking canals. A grant application for a leaking liner on the PE41.2C downstream of Sheffield Road will be submitted.

Chief Engineer Scott is reviewing pipeline project requests from previous years compiling a list to pursue grant funding. Funding opportunities for the WaterSMART Water and Energy Efficiency Grant for fiscal year 2024 are expected to be released later this month.

The new flow meters, which were funded by the 2022 Bonneville Power Association (BPA) grant, are installed and provide flow data for the ditch riders to use when setting their pump plants. A final report and invoice for the installation will be provided to BPA within the next few weeks.

PERMITS

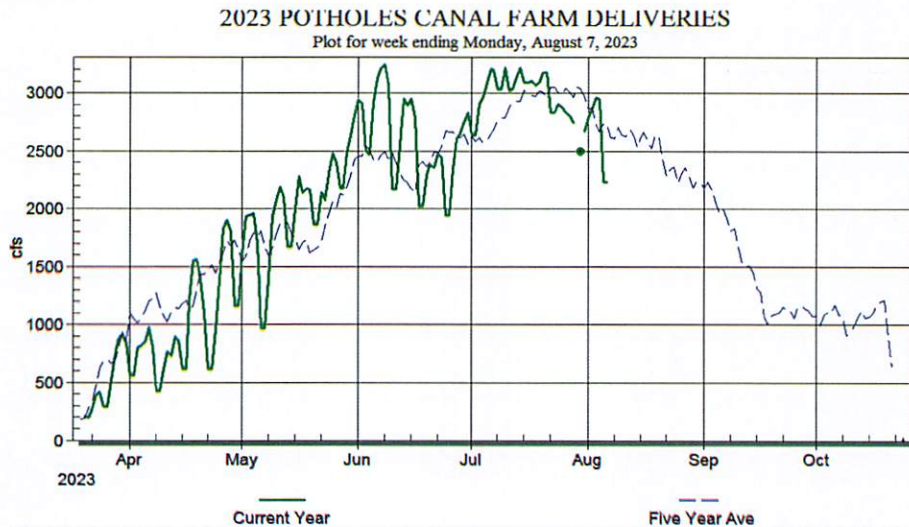
Chief Engineer Scott presented the following permits for Board consideration and recommended approval:

BLOCK/FARM UNIT	APPLICANT/LANDOWNER	PERMIT REQUESTED	FEE
16/316	W Bruce Carlson	Encroachment (pond)	\$250
17	Franklin County PUD	Fiber Crossing Permit	\$50

Director Lyall moved to approve the permits as presented, Director Danz seconded the motion and it carried.

OPERATIONS REPORT

Assistant Manager Dixon reported on the following topics: The elevation of the Potholes Reservoir is 1030.4 feet (143.800 acre-feet active storage) and the feed is 1000 cubic feet per second (CFS) as of August 8, 2023. Potholes Canal Discharge at O’Sullivan Dam was 2500 CFS. Potholes Canal Discharge at Scootney Outlet was 1370 CFS. Wahluke Branch Canal Diversion was 1350 CFS. There have been 4,074 acres sprayed to date. There have been 2,276 acres and 1,429 miles mowed.



Eltopia – Ditch cleaning and chemical treatments are taking place. A toe drain was installed adjacent to a new house along the west side of PE59.4 downstream of Sagemoor Road. It has helped to partially dry up the area. A buried membrane liner will be installed in this section of the lateral over the winter.

Mesa – On July 19th, a gopher hole on the PE41.2C downstream of Sheffield Road caused approximately one cubic foot per second of water to drain onto bean and buckwheat fields for several hours causing some damage. The lateral did not wash out. Crews are cleaning ditches, performing road maintenance, completing chemical treatments, and working on the clay and sand storage area in the Russell Road pit.

Wahluke – Crews have been cleaning ditches and completing chemical treatments.

Mattawa – Crews are cleaning ditches, completing chemical treatments, and performing road maintenance. Shot rock material is being hauled as time allows.

Miscellaneous – District employees are participating in a driver training simulator provided by the District insurance carrier. Assistant Manager Dixon is working with the United States Bureau of Reclamation (Reclamation) to finalize the language for the cultural/historical study statement of work which is required for the partial title transfer. Aquatics Program Manager Morgan and Assistant Manager Dixon gave a presentation on chemical usage to the Washington State Commission on Pesticide Registration. CASNE Engineering continues to work on the SCADA Master Plan. A second all-partners meeting is scheduled for August 23rd.

MANAGER'S REPORT

Secretary/Manager O'Callaghan reviewed and discussed various meetings attended during the month. The board was updated on the National Water Resource Association (NWRA) Western Water Seminar. The 2024 budget is in progress. State Representatives Barnard and Connors of the Washington State 8th Legislative District will tour the District with Secretary/Manager O'Callaghan on August 21, 2023.

CALENDAR OF EVENTS

Secretary/Manager O'Callaghan reviewed the August and September calendars.

USBR REPORT

Ephrata Field Office Manager Maynard updated the board on the details of the Grand Coulee Dam John W. Keys III Pump Generating Plant tour which follows the Reserved Works Meeting on August 14th, 2023. The partial title transfer is proceeding. The Trail Lakes risk assessment is in progress. The Reclamation peer review of the Pasco Basin Groundwater Subarea (508.14) model is complete. An external review by the United States Geological Survey will begin at the end of September. Secretary/Manager O'Callaghan requested information on the findings of the internal review.



AUTHORIZATION TO BID

Chief Engineer Scott requested authorization to request bids for the Block 24 valve upgrade which will replace flow meters and butterfly valves and route the pipe above ground. Director Lyall moved to authorize the request for bids for the Block 24 valve upgrade. Director Danz seconded the motion and it carried.

Chief Engineer Scott requested authorization to request bids for the Lower Scootene Pumping Plant manifold replacement. The manifold is showing wear. A discharge pipe will be added to allow the pump to run at full speed. Mag meters, which will be included in the BPA grant request, will be added to monitor the flow. Director Lyall moved to authorize the request for bids. Director Danz seconded the motion and it carried.

Secretary/Manager O'Callaghan requested authorization to request bids for a hydro crane. The district hydro crane is aging, and parts are becoming obsolete. Used equipment is selling quickly which does not allow time to bring the bid results back to the board. Director Danz moved to authorize the request for bids and preauthorization to purchase a hydro crane for a purchase price not to exceed \$125,000.00 excluding Washington State sales tax. Director Lyall seconded the motion and it carried.

Secretary/Manager O'Callaghan requested authorization to go to bid for a low-boy tractor. The current secondary low-boy tractor is aging and unreliable. The District's use of a second low-boy tractor has been increasing. It is an essential piece of equipment. Director Danz moved to authorize the request for bids and preauthorization to purchase a low-boy tractor for a purchase price not to exceed \$160,000.00 excluding Washington State sales tax. Director Lyall seconded the motion and it carried.

RECESS

Director M. Balcom called for a 10-minute recess at 10:40 A.M. The meeting reconvened at 10:50 A.M.

AUTHORIZATION TO PURCHASE

Assistant Manager Dixon requested authorization to purchase 500 gallons of Teton aquatic herbicide and 250 gallons of Cascade aquatic herbicide from sole source supplier UPL Limited for the purchase price of \$68,337.50 including shipping and excluding Washington State sales tax. Director Lyall moved to authorize the purchase as presented. Director Danz seconded the motion and it carried.

2024 PRELIMINARY BUDGET REVIEW

Secretary/Manager O'Callaghan discussed the 2024 preliminary budget with the board. There was discussion among the board.



ELTOPIA DIESEL/PUMP MECHANICS SHOP

Chief Engineer Scott provided the current conceptual building plans for the Eltopia diesel/pump mechanics shop to the board and discussed the details of the project. The project is estimated to cost \$2.5 to \$3 million. The facility would centralize District repairs which would improve efficiency. The matter will be discussed at the next board meeting.

TRAVEL AUTHORIZATION

Secretary/Manager O'Callaghan requested authorization for District personnel, and board members to travel to the NWRA Leadership Forum and Annual Conference in San Antonio, Texas on November 8th – 10th, 2023.

NWRA Executive Director Kris Polly has requested that Executive Assistant Terrie Chambers assist with the United States Bureau of Reclamation 15-minute meetings during the Leadership Forum and Annual Conference. NWRA will pay for her airfare and lodging expenses.

Director Lyall moved to approve the travel authorization and Executive Assistant Terrie Chambers' participation in the event. Director Danz seconded the motion and it carried.

RESCHEDULE SEPTEMBER & NOVEMBER BOARD MEETINGS

The September 14th board meeting conflicts with the Family Farm Alliance Washington Farm Tour. The November 9th board meeting conflicts with the NWRA Leadership Forum and Annual Conference. Secretary/Manager O'Callaghan requested that the board reschedule the meeting dates. Director Lyall moved to approve rescheduling the September and November board meeting dates to Thursday, September 7th, 2023, and Thursday, November 16th, 2023 respectively. Director Danz seconded the motion and it carried.

DIVERSION RATE UPDATE

Secretary/Manager O'Callaghan updated the board on the upcoming diversion rate meetings. A virtual meeting will be held on August 24, 2023. An in-person meeting will take place on September 21, 2023, at the Grand Coulee Power Office.

COLUMBIA BASIN PROJECT WATER RIGHTS

Secretary/Manager O'Callaghan participated in a meeting to discuss Columbia Basin Project water rights on July 21, 2023.

COLUMBIA BASIN HYDROPOWER

Columbia Basin Hydropower Secretary/Manager Fales reported that the main canal and the Eltopia Branch Canal were offline for a brief time. The Smith Plant has been offline intermittently due to heavy pond weeds and low water levels.



TITLE TRANSFER

Secretary/Manager O’Callaghan updated the Board on the progress of the title transfer process. There were no public comments regarding the title transfer process.

PUBLIC COMMENT

There were no members of the public in attendance.

OTHER BUSINESS

Landowner Jacob Heinen requested that the District participate in a cost-share agreement to gravel approximately one-half mile of the EL85MWW district easement. The cost-share agreement would stipulate that the landowner, Jacob Heinen, would purchase the gravel and the District would haul it. Attorney Martin says this implies consent for ingress and egress of an easement, which the District typically does not grant. The consensus among the board is that the benefit of this cost-share agreement to the District would be minimal. This matter will be discussed at a later meeting.

EXECUTIVE SESSION

Director Conrad called for a 40-minute executive session at 12:15 PM. The regular meeting reconvened at 12:55 PM.

OTHER BUSINESS

Director Lyall updated the board on the upcoming Family Farm Alliance Washington Farm Tour on September 11 through 15, 2023.

MEETING CONTINUED

The August regular meeting will be continued to August 14th, 2023 at 10:00 a.m. for the Reserved Works meeting located at the Grand Coulee Power Office. Director Lyall moved to approve the continued meeting date. Director Danz seconded the motion and it carried.

CONTINUED MEETING

The continued meeting of the South Columbia Basin Irrigation District was called to order by Quincy-Columbia Basin Irrigation District Director Ko Weyns at 10:00 a.m. on August 14, 2023, at the Grand Coulee Power Office. Those in attendance were:



Directors

Maury Balcom

JJ Danz

Charlie Lyall

Jared Balcom

Staff

John O'Callaghan, Secretary/Manager

Eric Dixon, Assistant Manager

Kellie Pierson-Geddes, Assistant Secretary/Treasurer

Brian Scott, Chief Engineer

Larry Martin, Attorney

Terrie Larson, Executive Assistant

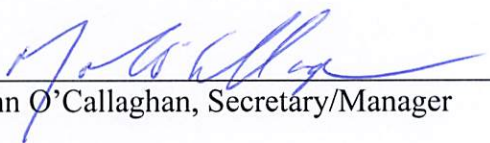
Directors recommended October 23, 2023, for the water shut-off date. Reclamation presented on the Potholes Reservoir operations, the 2024 budget, and 2023-2024 fall and winter maintenance.

NEXT MEETING

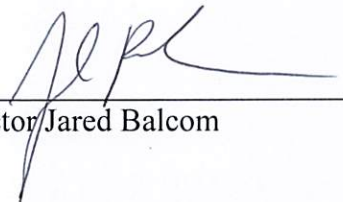
The next regular meeting will be on September 7th, 2023.

ADJOURNMENT

With no further business, Director Balcom adjourned the meeting on August 14th at 12:05 P.M.



John O'Callaghan, Secretary/Manager



Director Jared Balcom

