

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

February 9, 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 February 9, 2023. Those in attendance were:

DIRECTORS

Maury 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 Chambers, Executive Assistant
Paul Dempsey, Attorney Halverson Northwest

OTHERS

Marc Maynard, United States Bureau of Reclamation
Christina Wyatt, Big Bend Electrical Cooperative
Darvin Fales, Columbia Basin Hydropower
Anna Franz, Attorney for Columbia Basin Hydropower

APPROVAL OF MINUTES

The minutes of the January 5, 2023, regular meeting were presented for Board approval. Director Lyall moved to approve the minutes as presented. Director Danz seconded the motion and it carried.

APPROVAL OF AMENDED MINUTES

The amended minutes of the July 14, 2022, regular meeting were presented for Board approval. Assistant Secretary/Treasurer Pierson-Geddes' name was omitted from the Other Business section regarding an annual wage increase. Director Lyall moved to approve the amended minutes as presented. Director Danz seconded the motion and it carried.

FINANCE AND BUDGET

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

Secretary/Manager O'Callaghan reviewed the budget for January 31, 2023 and the 2022 year-end financial statement.



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

Investments	
Electronic funds transfer 102056 and 102057	\$1,530,993.67
Check Nos. 218453 through 218533	\$4,422.91
Monthly Expenditures	
Electronic funds transfer 102044 through 102059	\$339,630.28
Check Nos. 218368 through 218550	\$1,201,032.13
Payroll	
Check Nos. 29398 through 29402 and electronic funds transfers to employee accounts	\$398,963.56

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

RESOLUTION S-23-9 WETLANDS REDUCTION

Secretary/Manager O’Callaghan presented Resolution S-23-9 approving and adopting each request for assessment reduction due to wetlands and to make such adjustments as are justified. Director Lyall moved to adopt Resolution S-23-9. Director J. Balcom seconded the motion and it carried.

RESOLUTION S-23-10 BUDGET FOR CBHP PROJECT RESERVED WORKS

Secretary/Manager O’Callaghan presented Resolution S-23-10 approving and adopting the 2023 Budget for Project Reserved Works Activities to be performed by Columbia Basin Hydropower (CBHP). Director Lyall moved to adopt Resolution S-23-10 contingent upon removing the language regarding conferences and seminars in the last paragraph. Director J. Balcom seconded the motion and it carried.

**RESOLUTION S-23-11 BUDGET FOR QUINCY CHUTE AND
PEC HEADWORKS POWER PLANTS**

Secretary/Manager O’Callaghan presented Resolution S-23-11 approving and adopting the 2023 Budget for Quincy Chute and PEC Headworks Power Plants. Director Lyall moved to adopt Resolution S-23-11. Director Conrad seconded the motion and it carried.

RESOLUTION S-23-12 APPROVAL OF USE

Secretary/Manager O’Callaghan presented Resolution S-23-12 which is an approval of a United States Bureau of Reclamation (Reclamation) license for the Port of Mattawa to access, install, operate, and maintain a pumping station on United States’ fee owned land. There will be a



municipal and industrial contract between Reclamation and the Port of Mattawa. Director Lyall moved to adopt resolution S-23-12. Director Danz seconded the motion and it carried.

RESOLUTION S-23-13 APPROVAL OF USE

Secretary/Manager O’Callaghan presented Resolution S-23-13 which is an approval of a Reclamation Consent to keep a paved pathway within the United States DL-33 Easement. Director J. Balcom moved to adopt resolution S-23-13. Director M. Balcom seconded the motion and it carried.

WATER SERVICE CONTRACT CANCELLATIONS

Manager O’Callaghan presented and recommended approval of Water Service Contract Cancellations and Renewals:

1. WSC #159 Spud Bud II, LLC - 360.5 Acre-Feet of Water
2. WSC #161 Spud Bud II, LLC - 697.5 Acre-Feet of Water
3. WSC #163 Spud Bud II, LLC - 302.5 Acre-Feet of Water
4. WSC #197 Spud Bud II, LLC - 387.5 Acre-Feet of Water
5. WSC #198 Spud Bud II, LLC - 187.5 Acre-Feet of Water
6. WSC #199 Spud Bud II, LLC – 165 Acre-Feet of Water
7. WSC #200 Spud Bud II, LLC – 645 Acre-Feet of Water
8. WSC #272 Spud Bud II, LLC -777.5 Acre-Feet of Water

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

TERMINATION OF EASEMENT

Assistant Manager Dixon presented a Termination of Easement for Pahlisch Homes at Solstice, LLC. The easement is no longer necessary as the landowner has built roads to allow access to the area. Director J. Balcom moved to approve the Termination of Easement for Pahlisch Homes at Solstice, LLC. Director Lyall seconded the motion and it carried.

AUTHORIZATION TO ORDER

Manager O’Callaghan discussed the difficulties being faced in ordering equipment. Opportunities to order a dump truck cab and chassis from the Washington State contract have been intermittent, and delivery times are running between 18 to 24 months. Manager O’Callaghan reported that Fleet Manager King was recently presented with the possibility to take over an ‘order slot’ for a Kenworth cab and chassis if the original slot holder canceled their order. To that end, Purchasing and Facility Supervisor Johnson presented the current Source Well contract #060920-KTC pricing for a 2024 Kenworth T880 cab and chassis for \$183,358.37 excluding Washington State sales tax from Kenworth Sales and a contractor style 10/12 yard



dump body under Washington State Contract #01117 for the purchase price of \$50,001.13 excluding Washington State sales tax from Northend Truck Equipment, Inc. Director J. Balcom moved to approve ordering the cab, chassis, and dump body as presented if an order slot became available Director Danz seconded the motion and it carried.

TREASURER'S REPORT

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

Assessments – The assessments have all been mailed and funds are being invested as they are received. Waterusers are coming into the office to complete Reclamation Reform Act forms.

Audit – The District financial audit is complete with the exit conference taking place this afternoon. The management letter received from the Washington State Auditor's Office addresses assets at Columbia Basin Hydropower (CBHP) and is included in the board packet for review.

Foreclosures - Assistant Secretary/Treasurer Pierson-Geddes is preparing letters to waterusers on the foreclosure list.

Upgrades – The watermaster offices have been training on the new Assura software. Utilizing the software, Pasco office staff are able to answer questions on the status of projects. Purchase orders are electronic through Assura or the paper form can still be used.

General - Assistant Secretary/Treasurer Pierson-Geddes attended the following meetings: Columbia River Adjudication call on January 5th, NWRA Legislative Updates call each Monday, Washington State Water Resource Association (WSWRA) Legislative Meeting Day and Board Meeting in Olympia on January 19th. Assistant Secretary/Treasurer Pierson-Geddes also attended the Reserved Works meeting in Othello on January 23rd and a Zoom call on January 24th to address Springbrook updates.

Financial Statements - The 2022 financial statements are being prepared. The Budgeting, Accounting and Reporting System Manual has been updated online. Assistant Secretary/Treasurer Pierson-Geddes is reviewing the changes.

Investments - The District had one certificate of deposit (CD) and three investments with Wells Fargo that matured in January. The funds were reinvested in two Treasury Bills.

Staff - The District hired Cindy Smith as a Relief Clerk for the Wahluke watermaster office.

ENGINEERING REPORT

Chief Engineer Scott reported the status of the following projects:



The engineers have been supporting the field crews with the installation of winter projects by confirming information and surveying the installation for as-built drawings to be completed later.

The contractor has placed new posts for the Wahluke yard fence repairs and will stretch the wire in the next week or two.

New electric reclosers have been installed at the Ringold Substation. The contractor will install the reclosers at the Glade Substation on Thursday and complete the programming in the next week or two. This will be completed by water start-up on March 1st.

Six of the seven Rubicon gates funded by the Bonneville Power Administration Energy Smart Reserve Power Grant are in our possession. Watermasters are working to remove the old gates and prepare the structures for the installation of the new gates. The seventh gate is anticipated to arrive by the end of this week.

Approximately 98% of the PE46A is complete. The pipeline is being backfilled. The EB20 pipe has been placed and backfilled. The crews are going to pour concrete for the structure in the middle of the project and this should be complete by end of next week.

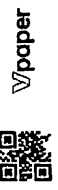
Weed screens for the PE46.2A3 have been built and are being painted. Installation plans have been provided to Mesa and Wahluke yards and the sites are being prepared. The PP1.6 screen is being painted and the welder has been working on preparing the high-density polyethylene wear parts for installation once they arrive. The rebuild work is anticipated to be complete by the end of the week.

Crews worked on removing the old exposed liner on Pasco Pump Lateral (PPL) and the saturated bedding material of the canal. Backfill of approximately 400' of the 500' total has been brought in and laying the liner will start later this week.

PERMITS

Chief Engineer Scott presented the following permits for Board consideration:

BLOCK/ FARM UNIT	APPLICANT/ LANDOWNER	PERMIT REQUESTED	FEE
01/80	Big Sky Developer	Service Crossing (Irrigation Main)	\$250
018/095	Lamb Weston	Service Crossing (Water Main)	\$250
016/052	Steve Cooper	Convenience Turnout	\$250
016/053	Steve Cooper	Convenience Turnout	\$250
01/098	Larry Alexander	Encroachment	\$250
014/055	DS Schneider LLC	Return Flow Inlet	\$50



01/099	ProMade Construction	Service Crossing	\$250
025/04-4	Diego Arellano	Convenience Turnout	\$250
018/189	David Edler	Encroachment (Circle Pad)	\$250
015/204	Steve Wolf	Encroachment	\$250
015/016	Chad McGary	Culvert Crossing	\$50
014/090	Enrique Vargas	Encroachment (Circle Pad)	\$250
01/060	Virgil Max Burns	Yard Water	\$250

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 Danz seconded the motion and it carried.

OPERATIONS REPORT

Assistant Manager Dixon reported the elevation of the Potholes Reservoir is 1042.9 feet (367,500-acre feet active storage) as of February 6, 2023.

Etopia – Crews are removing the bar racks and automated trash rake from the PPL1.6PP. These are no longer needed due to the new traveling screen installed in front of the intake bays. Excessive sedimentation within the intake bays is making trash rack removal difficult as the sediment must be removed to access the rack mounting bolts. Crews are working on a trial exposed liner on the PPL just downstream of Columbia River Road. This is a test to determine if exposed lining would be a viable option for Block 1 lateral improvements. Transformer spill containment upgrades at the BP2 pumping plant are being completed. Runoff washed in approximately 6-8 panels on the Esquatzel Diversion Canal. Plans are being made to repair the panels. Installation of the EB20 cost share pipeline has been completed. Crews are finishing up concrete forming and placement on a new turnout with backfill and grading remaining. The drainage crew has completed work on the plugged drain line in Block 16 Farm Unit 217. The area has been backfilled. Some minor grading still remains.

Mesa - Bypass pipeline installation on the D14-123 is almost complete. This will allow dewatering of the PE38.9 siphon for maintenance work. Installation of the PE46A pipeline is finished with backfilling and grading to be completed. The Ringold alternate gate was freed up and is now operational. The District is waiting for a replacement that will tentatively be here before water season. East Columbia Basin Irrigation District continues to work on the EL85 headworks Rubicon Slip Meter installation.

Wahluke - Crews have almost finished clay lining on the Wahluke Branch Canal (WBC) above the Wahluke Watermaster Yard. Water was showing up at the toe of the slope in the new equipment yard area. Several panels on the WBC washed in below the 10 check from runoff.



Plans are being made for repair. Crews have started work on the PE27 liner project. Assistant Manager Dixon met with officials from Grant County to inspect the Bailey bridge that is in Hendricks pit. The bridge was removed from the Potholes East Canal near the headworks about 20 years ago. Grant County is planning to place a temporary bridge across the East Low Canal to help facilitate permanent bridge replacement for the canal widening project.

Mattawa - Crews are performing general maintenance activities. The new Bureau of Land Management officer from Ephrata has been working on removing squatters and investigating recent catalytic converter and fence thefts from facilities in the area. Handwheels and various other parts have been stolen from several delivery gates in the area.

Miscellaneous - Multiple training sessions have been completed with crews over the past month such as cardiopulmonary resuscitation and first aid training, pilot/escort, and flagger training. A new draft of the National Pollutant Discharge Elimination System (NPDES) permit has been released by the Washington State Department of Ecology (DOE). District management is reviewing the draft and compiling comments and questions which are due by March 20th. WSWRA is scheduling a call with the Washington State Department of Ecology before their scheduled webinars later in the month. The District is continuing to compile an initial package of information for the facility title transfer. GIS Coordinator Scott has been working diligently to put together GIS mapping and legal documentation of facilities to be requested under transfer.

MANAGER'S REPORT

Secretary/Manager O'Callaghan reviewed and discussed various meetings attended during the month. The topics discussed in various meetings include legislative updates, Columbia River Adjudication, and the Cities Insurance Association of Washington.

In previous years, the annual dues paid to WSWRA included contributions to National Endangered Species Act Reform Coalition (NESARC) and the Family Farm Alliance. Secretary/Manager O'Callaghan requested authorization to pay the annual dues of \$35,500 to WSWRA, \$5,000 in annual dues paid directly to the Family Farm Alliance, and \$2500 in annual dues paid directly to NESARC. Director Lyall moved to approve payment of the annual dues as presented. Director M. Balcom seconded the motion and it carried.

CALENDAR OF EVENTS

Secretary/Manager O'Callaghan reviewed the February and March calendars.

USBR REPORT

Ephrata Field Office Manager Marc Maynard discussed the canal operator training in Denver, Colorado which was attended by United States Bureau of Reclamation (Reclamation) personnel and an update on the Pasco Basin Groundwater subarea. Reclamation is actively working with the Washington State Department of Ecology toward a 2025 implementation date. Washington



state is in the rulemaking process. The model is in the testing phase and then Reclamation and DOE will conduct an independent review of the model.

RECESS

Director Conrad called for a 15-minute recess at 11:00 A.M. The meeting reconvened at 11:15 A.M.

AUTHORIZATION FOR TRAVEL

Secretary/Manager O'Callaghan requested authorization for Assistant Manager Dixon, Chief Engineer Scott, and Engineer Smith to attend a tour of Hobas Pipe in Houston, Texas on April 25 & 26, 2023. Director Lyall moved to authorize the travel request. Director J. Balcom seconded the motion and it carried.

Secretary/Manager O'Callaghan clarified with the Board that when Assistant Manager Dixon's participation in the Ag Forestry program was authorized, the travel required was also authorized and it is not necessary to bring each travel request before the board. The Board concurred.

AUTHORIZATION TO BID

Secretary/Manager O'Callaghan requested authorization to go to bid to conduct a Cultural Resource Survey which is required for the Title Transfer process. Director J. Balcom moved to authorize going to bid. Director Danz seconded the motion and it carried.

The District was presented with an opportunity to purchase a 2015 4,500-gallon water truck for the price of \$96,000 which would fulfill a need within the District. Bidding on this type of purchase opportunity needs to take place in a timely manner. Director Lyall moved to authorize the District to go to bid on a 4,500-gallon water truck. Director Danz seconded the motion and it carried.

AUTHORIZATION TO PURCHASE

Secretary/Manager O'Callaghan presented the 2023 Winter Pool Herbicide pricing to the Board. Director Lyall moved to approve the purchase of 25,000 pounds of Copper Sulfate Crystals from Thatcher Chemical Company for the unit price of \$2.186 per pound totaling \$54,650.00 and 1,375 gallons of Captain XTR from Helena for the unit price of \$ 28.15 per gallon totaling \$38,706.25 for the total purchase price of \$93,356.25 which includes delivery and excludes Washington State sales tax. Director Lyall moved to approve the purchase of the herbicides as presented. Director J. Balcom seconded the motion and it carried.

COST SHARE AGREEMENT

The Board discussed tree removal by Dan Wick at Block 16 Farm Unit 194 at the October 2022



regular board meeting. The removal has been completed and Mr. Wick is requesting reimbursement for 50% of the cost. Director J. Balcom moved to approve payment in the amount of \$4000 to Dan Wick for the tree removal. Director Lyall seconded the motion and it carried.

WASHINGTON STATE AUDITOR MANAGEMENT LETTER

The District received a Management Letter from the Washington State Auditor's Office regarding CBHP assets.

DAMAGE CLAIM

The District received a damage claim from Charles W. Mahler in the amount of \$13,078.70. A canal break near 911 Kent Drive in Eltopia washed out trees, a portion of a cornfield, and circle tracks within the cornfield. The canal break caused a reduction in yield due to standing water in low areas and dryness in the higher areas. Director Lyall moved to approve payment of \$13,078.70 to Charles W. Mahler for the damage claim presented to the Board. Director J. Balcom seconded the motion and it carried.

OPEN PUBLIC MEETINGS ACT

Directors and elected officials are required to participate in training on the Open Public Meetings Act and Public Records Request within 90 days of taking office and every four years. The training is available in an e-learning format through the Cities Insurance Association of Washington. A link to the training will be provided and a training session will also be scheduled at the District office.

COLUMBIA BASIN HYDROPOWER

CBHP Manager Fales will discuss issues in executive session.

TITLE TRANSFER

There were no public comments on the title transfer process.

PUBLIC COMMENT

There were no members of the public in attendance.

EXECUTIVE SESSION

Director Conrad called for a 20-minute executive session at 11:50 A.M. The regular board meeting reconvened at 12:10 P.M.

OTHER BUSINESS



February 2023

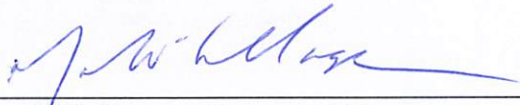
There was no other business.

NEXT MEETING

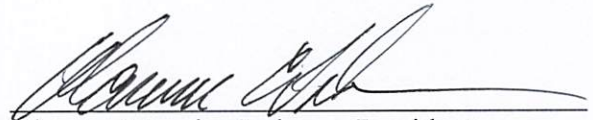
The next regular meeting will be March 9, 2023.

ADJOURNMENT

With no further business, Director Conrad adjourned the meeting at 12:10 P.M.



John O'Callaghan, Secretary/Manager



Director Maurice Balcom, President

