

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

April 13, 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 April 13, 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
	Dan Johnson, Purchasing and Facilities Supervisor

OTHERS

Clyde Lay, United States Bureau of Reclamation
Amy Rodman, United States Bureau of Reclamation
Kyle Howard, Casne Engineering, Inc.

APPROVAL OF MINUTES

The March 9, 2023 regular meeting minutes were presented for Board approval. Director Danz moved to approve the minutes as presented. Director Lyall seconded the motion and it carried.

FINANCE AND BUDGET

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

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

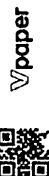
Treasurer Pierson-Geddes presented the following vouchers for Board consideration:

Investments

Electronic funds transfer 102082 through 102101	\$8,329,368.97
Check Nos. 218836 through 219020	\$10,423.70

Monthly Expenditures

Electronic funds transfer 102081 through 102102	\$296,851.54
Check Nos. 218771 through 219060	\$2,184,529.60



Payroll

Check Nos. 29407 through 29411
and electronic funds transfers to employee accounts \$492,629.43

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

AUTHORIZATION TO PURCHASE

Purchasing & Facilities Supervisor Johnson presented pricing under the Washington State Contract #05916 for a 2023 Chevrolet 1500 Silverado, Regular cab, 4wd truck for the purchase price of \$39,551.00 excluding Washington State sales tax. Considering the general unavailability of vehicles for purchase that has been the case over the last few years, Secretary/Manager O’Callaghan recommended taking advantage of the availability of these vehicles at this time and purchasing three like vehicles under the same terms. Director J. Balcom moved to approve the purchase of three Chevrolet 1500 Silverado trucks as presented. Director Danz seconded the motion and it carried.

The Board discussed the unavailability of vehicles for purchase and the need to complete the sales transaction as soon as a vehicle becomes available. Director Lyall moved to authorize Secretary/Manager O’Callaghan to approve the purchase of like-vehicles for vehicles previously approved by the board as they become available. Director J. Balcom seconded the motion and it carried.

AGREEMENT FOR PERMANENT RELEASE OF WATER ALLOTMENT

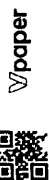
Secretary/Manager O’Callaghan presented and recommended approval of an Agreement for Permanent Release of Water Allotment for Helen Melchisedeck for 5 acre-feet on Parcel #003-002-004-03645-0. Director Lyall moved to approve the Agreement for Permanent Release of Water Allotment as presented. Director J. Balcom seconded the motion and it carried.

WATER SERVICE CONTRACTS

Secretary/Manager O’Callaghan presented the following water service contracts for cancellation and renewal:

- Waste, Seepage & Return Flow WSC #216, Bradley & Molly Lavy, 40 acre-feet
- Waste, Seepage & Return Flow WSC #301, Mark & Sherri Salisbury, 36.75 acre-feet

Director Danz moved to approve the cancellations and renewals of Water Service Contracts #216 and #301 as presented. Director Lyall seconded the motion and it carried.



CONSENT FOR WATER DELIVERY CHANGES

Chief Engineer Scott presented the following Consents for Water Delivery Changes and recommended approval:

CC Property Holdings, LLC EB20 Station 86+42 Rt to EB20 Station 97+65 Rt
Enrique & Leonila Vargas, PE38.9B5 Station 114+93.1 Rt to PE38.9B5 Station 35+75.0 Rt
Thomas Ross Williams PE47Q at Station 99+98 Rt to PE47Q at Station 113+00 Rt

Director Lyall moved to approve the Consents for Water Delivery Changes as presented. Director Danz seconded the motion and it carried.

RESERVED WORKS 2023 O&M CHARGES

Secretary/Manager O'Callaghan reviewed the Reserved Works 2023 estimated operations and maintenance (O&M) charges of \$1,396,115.03, which is the first installment of \$1,772,800.12 minus the 2022 surplus of \$376,685.09. Manager O'Callaghan recommended approval of the payment. Director Danz moved to approve the payment as presented. Director Lyall seconded the motion and it carried.

RESOLUTIONS

Secretary/Manager O'Callaghan presented Resolution S-23-16 Concurrence to USBR Disposal of a Portion of Parcel #113110268. Director Danz moved to adopt Resolution S-23-16. Director Lyall seconded the motion and it carried.

Secretary/Manager O'Callaghan presented Resolution S-23-17 Surplus Equipment to the Board. Certain motor vehicles and work equipment have become obsolete, uneconomical to maintain, are surplus to the needs of the District, and need to be disposed of pursuant to the resolution. Director Lyall moved to adopt Resolution S-23-17. Director Danz seconded the motion and it carried.

TREASURER'S REPORT

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

Water Ordering Portal – Additional updates to the water ordering portal have been completed. Marketing postcards and signage in the District and watermaster offices have added approximately 30 new users to the portal. Geographical Information Systems Coordinator Scott has been assisting water users with portal questions.

General – Assistant Secretary/Treasurer Pierson-Geddes participated in a call regarding diversion rates with the United States Bureau of Reclamation (Reclamation), Quincy Columbia Basin Irrigation District (QCBID), and East Columbia Basin Irrigation District (ECBID) and the Washington State Water Resource Association legislative update calls on Monday mornings. The bill impacting irrigation district elections did not progress during the legislative session.



Extensive work on the 2022 financial statement continues. Funds are being invested as they come in. March funds were invested into three U.S. Treasury bills, one U.S. Treasury note, and the remainder transferred into the District Local Government Investment Pool account. Accounts payable clerk, Nikki Barclay, began her employment with the District on April 3rd. Assura upgrades will continue now that the office is fully staffed. The new version of Springbrook will be active on April 14th.

Public Records Request – The District received one public records request in March. Openthebooks.com requested 2022 employee wage information.

Network Security - In the last 90 days, two viruses were detected and blocked on the first level of security. There were not any viruses detected on the second level of security. There were not any computers infected. The Pasco office and water master offices have a Fortigate firewall device running a firmware released on November 7, 2022. The latest version available was released on February 22, 2023. A Firefly Ticket was created to update these devices. Updates are performed within 90 days, but not immediately upon release due to potential bugs that can cause operational issues. SentinelOne management platform is monitored by Firefly.

ENGINEERING REPORT

Chief Engineer Scott reported on the following topics:

Chief Engineer Scott thanked the board for allowing him to attend the Australian Irrigation Education Tour. It was insightful to see how the Districts have taken their original systems and added in automation to increase efficiency. Rubicon equipment and technology and predictive modeling for weather trends and historic delivery demands are being utilized to ensure sufficient water is in the system. It was beneficial to network with United States irrigators and build relationships with Australian irrigators to aid in our continued automation efforts.

General - Engineers are finishing up as-built drawings for the winter projects. They have started reviewing projects for next fall and preparing packets for bids later this summer. Projects include a Block 24 upgrade, an Upper Scooteneys surge tank replacement, and a Lower Scooteneys manifold replacement. Potential Bonneville Power Association (BPA) grant projects are being reviewed for additional automation or other system upgrades to save water and power. Survey and design of potential automation and pipeline projects in Burbank and on the Pasco Pump Lateral are taking place. The District met with Natural Resources Conservation Service and Rubicon to discuss grant opportunities and grant writing support for the automation of Blocks 2 and 3. Collaboration on this project continues. The District also met with Rubicon engineers from Australia to discuss options to fully automate the Burbank systems.

Winter 2022-2023 Projects - The gates provided by the BPA Energy Smart Reserve Power Program Grant have been installed (PE46.2, PE39, WB5 and WB38) and commissioning is complete. Early season data is being collected to verify the water savings from the automation. The data will be compiled and provided to BPA.



The EL85 Rubicon Gates have been installed. Rubicon was waiting on a custom connection cable for the longer run which arrived on Sunday, April 9th. It will be installed this week and the gates will be operational by Friday, April 14th.

BPA has funding still available for the 2023 fiscal year. The District will submit a grant proposal for non-contact flow meters for six pump plants and one meter on the Potholes East Canal (PEC) to better regulate our flows.

PERMITS

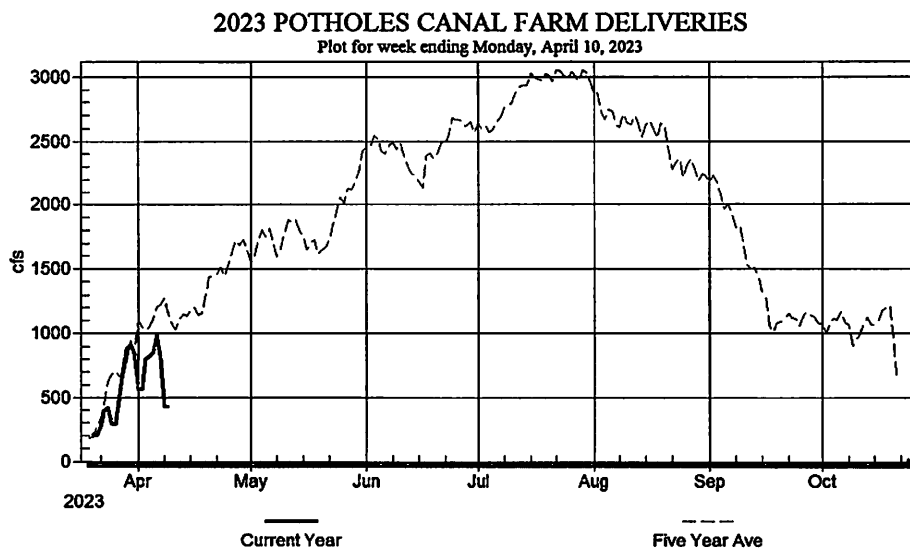
Chief Engineer Scott presented the following permits for Board consideration:

BLOCK/ FARM UNIT	APPLICANT/ LANDOWNER	PERMIT REQUESTED	FEE
251/15	Milbrandt Fruit, LP	Return Inlet	\$50
251/15	Milbrandt Fruit, LP	Service Crossing (overflow)	\$50
251/26	Yorgesen Farms, LLC	Return Inlet	\$50
802-233	SG4 Farming LLC	Service Crossing (Water Main)	\$250
802-233	SG4 Farming LLC	Culvert Crossing	\$50
Block 1	Big Sky Developers	Service Crossing (Utility Conduit)	\$250
015/141	Gibbons Land LLC	Electric Line Crossing	\$50
11/22	Chad Mastre	Driveway Crossing	\$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 Danz moved to approve the permits as presented. Director Lyall seconded the motion and it carried.

OPERATIONS REPORT

Assistant Manager Dixon reported on the following topics:



The elevation of the Potholes Reservoir is 1043.4 feet (380,100 acre-feet active storage) as of April 10, 2023. Potholes Canal Discharge at O’Sullivan Dam was 1700 CFS. Potholes Canal Discharge at Scootney Outlet was 640 CFS.

There have been 100 acres sprayed to date. Mowing has not begun.

Eltopia – The PPL1.6 weed screen and weir will be installed this week. The PE65D road crossing is leaking at Cottonwood Drive.

Mesa - The District dump truck was involved in an accident on Booker Road. The new water truck has arrived and minor modifications are being completed. ECBID has completed the installation of the Rubicon SlipMeters at the EL85 Headworks and the gates are individually operational. Rubicon will install additional wiring for interconnected operation. The billing for the Washington State Department of Ecology grant is being prepared.

Wahluke – The District lowboy driver continues to distribute rock material from the Scootney pit and the Russell Road pit to locations throughout the District. Mechanics are preparing mowers for the season. The equipment yard expansion has been graveled.

Mattawa - Crews repaired a leak on the WB44 siphon over the winter. Several new minor leaks appeared after startup. The leaks are being monitored but will be operational for the irrigation season and repairs are to be completed this winter. Damage to the WB48E pipeline caused by orchard trellis anchors planted in the pipeline has been repaired. Vandalized delivery gates have been temporarily reassembled for the water season. Permanent repairs or replacements will be completed this winter. The Reclamation/Bureau of Land Management officer has been notified of these issues.

MANAGER’S REPORT

Secretary/Manager O’Callaghan reviewed and discussed various meetings attended during the month.

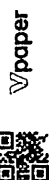
CALENDAR OF EVENTS

Secretary/Manager O’Callaghan reviewed the April and May calendars.

USBR REPORT

Ephrata Field Office Deputy Manager Clyde Lay reported on the following topics:

Reclamation has extended an employment offer for the realty supervisor position. The title transfer project is progressing. The District is preparing a scope of work for the cultural resource survey and looking to Reclamation for input to ensure the survey will meet the needs of title transfer. The municipal & industrial contract with the City of Pasco was discussed with Irrigation Liaison, Amy Rodman. It is progressing accordingly.



RECESS

Director Conrad called for a 15-minute recess at 10:45 A.M. The meeting reconvened at 11:00 A.M.

LEGISLATIVE MEETINGS IN WASHINGTON, DC

Attorney Martin updated the board on the legislative meetings attended in Washington, DC. Director J. Balcom commented on the success of the meetings and the excellent guidance provided by Water Strategies. Secretary/Manager O'Callaghan commented that Water Strategies Executive Director Kris Polly recommended a second trip in the Fall of 2023 to follow up on the District priorities.

2023 CANAL SAFETY CAMPAIGN

The District participates in an annual water safety awareness program. The Board received a proposal from Fox 11 KFFX-TV in the amount of \$4,980.00 to run 830 TV spots between April and August 2023. Director Lyall moved to approve the proposal from Fox 11 KFFX-TV as presented. Director Danz seconded the motion and it carried.

AUTHORIZATION FOR PAYMENT

Secretary/Manager O'Callaghan presented an invoice from Big Bend Electrical Cooperative, Inc in the amount of \$18,560.00 for the installation of a new power service at the Ringold Alternate Wasteway gate and recommended authorization to pay. Director Lyall moved to authorize the payment as presented. Director Danz seconded the motion and it carried.

PAYNEWEST INSURANCE PROPOSAL

Manager O'Callaghan is working with PayneWest Insurance on the 2023 insurance renewal proposal for District infrastructure property, engineering professional liability, and commercial pollution insurance. The proposal is not available yet. Renewing the policy needs to take place prior to the May board meeting. Director Lyall moved to authorize Secretary/Manager O'Callaghan to execute the insurance renewal contract when it is available. Director Danz seconded the motion and it carried.

DAMAGE CLAIM

The District received a damage claim from Erick Duran in the amount of \$431.53. Mr. Duran states that while passing a District truck, his windshield was struck by a rock. The Board was provided a copy of the claim and photos were reviewed. Attorney Martin advised that the District is not liable for damage caused by a road hazard such as a rock that leaves a tire. Director M. Balcom moved to deny the claim. Director Danz seconded the motion and it carried.



MESA ELEMENTARY SCHOOL EMERGENCY STAGING

Assistant Manager Dixon presented a permit authorizing the Mesa Elementary School to use a portion of the Mesa water master yard for emergency staging. Director Danz moved to approve the permit as presented. Director Lyall seconded the motion and it carried.

DEVELOPERS' AGREEMENT WITH PASCO SCHOOL DISTRICT

Assistant Manager Dixon presented a developers agreement with the Pasco School District. The Pasco School District would like to develop the property identified in the agreement. The canal that currently runs through the property will be rerouted to follow the property line. Director Danz moved to approve the agreement as presented. Director Lyall seconded the motion and it carried.

SCADA MASTER PLAN

Secretary/Manager O'Callaghan discussed the Scope of Work for the SCADA master plan provided by Casne Engineering, Inc. and recommended execution of the professional services agreement. The expense will be split between SCBID, ECBID, and QCBID. Director Lyall moved to authorize the execution of the professional services agreement with Casne Engineering. Director Danz seconded the motion and it carried.

DIRECTOR EMAIL ADDRESSES

SCBID email addresses for the directors will be created. Any email sent to the SCBID email address will be forwarded to their personal email address.

COLUMBIA BASIN HYDROPOWER

There were no matters to discuss regarding Columbia Basin Hydropower.

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.

EXECUTIVE SESSION

There were no matters to discuss in executive session.



OTHER BUSINESS

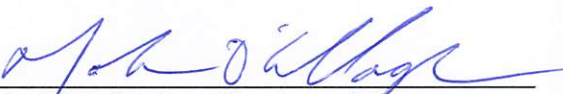
There was no other business.

NEXT MEETING

The next regular meeting will be on May 11, 2023.

ADJOURNMENT

With no further business, Director Conrad adjourned the meeting at 12:02 P.M.



John O'Callaghan, Secretary/Manager



Director Maurice Balcom, President

