

The Board of Directors for the Roza Irrigation District convened in regular session on Tuesday January 5, 2021. Those present via telephone conference were President Ric Valicoff, Vice-President Jim Willard, Director Jason Don, Director Jason Sheehan, and District Manager Scott Revell, Engineering Manager Wayne Sonnichsen, Watermaster Clay Bohlke, Maintenance Superintendent Dave Rollinger, Assessment Clerk/Assistant Secretary Kristel Espinoza, and District Attorney Tom Cowan.

Audience members: Tanner Winckler and Will Jones

The President called the meeting to order at 9:02 A.M. and requested the Board consider the consent agenda as presented:

- a. Minutes of December 8, 2020 Regular Board meeting.
- b. Minutes of December 14, 2020 Special Board meeting.
- c. Status of Investments Report – December 31, 2020.
- d. Treasurer's Report– December 31, 2020.
- e. Statement of Income and Expense Report, for the eleven periods ending November 30, 2020.
- f. Comparative Balance Sheet Report, for the eleven periods ending November 30, 2020.
- g. Claims.

The following claims are approved for payment: Payroll numbers 29518 – 29528 in the amount of \$5,131.21. Voucher numbers 64987 – 64996, 64897 – 64903, 64969 – 64986, 64997 – 65018 and 65019 – 65086 in the amount of \$1,421,732.51 and Electronic payments 11-20, 12-2020, 20-28, 20-29, 20-30, 28-20, 29-20, 30-20 in the amount of \$286,588.49 from the period of December 3, 2020 to January 5, 2021.

It was moved by Mr. Willard, seconded by Mr. Sheehan and unanimously passed to approve the consent agenda.

Jason Don and Tanner Winckler executed the Roza Irrigation District Oath of Office for their respective seats following election. Each read the oath into the record. Mr. Revell stated he would bring a notary to both Directors immediately following the conclusion of the Board meeting. Mr. Revell noted, Director Winckler had not voted on the consent agenda.

District Manager Revell explained that, in accordance with Article 5 of the District By-laws the Board must be reorganized annually. Upon a motion by Mr. Sheehan, seconded by Mr. Willard, Mr. Valicoff was unanimously elected President. Upon a motion by Mr. Don, seconded by Mr. Sheehan, Mr. Willard was unanimously elected Vice-President.

District Manager Revell noted that the by-laws are required by statute, RCW 87.03.115, to be readopted each year. Following discussion, Mr. Sheehan moved, seconded by Mr. Willard and unanimously re-adopted the Board by-laws with no changes.

Mr. Revell requested an amendment to the agenda to include Delegation of Authority Re-Adoption and confirmed that the resolution and a staff report were in the board packet but the item had inadvertently not been listed on the agenda. Upon a motion by Mr. Willard, seconded by Mr. Winckler and unanimously approved amending the agenda to include Delegation of Authority Re-Adoption.

District Manager Revell explained the Delegation of Authority which delegates a series of authorities to the Secretary/Manager and required to be readopted annually. Following discussion, Mr. Willard moved, seconded by Mr. Winckler and unanimously approved to re-adopt Resolution #5-2014.

District Manager Revell reported that Reclamation will issue a water supply forecast for the proratable irrigation districts in early March. Mr. Revell noted the snowpack is 105% to 107% of average, depending on the location methodology used.

District Manager Revell updated the Board on the preliminary 2021 budget planning and proposed potential scenarios to balance the 2021 budget. Mr. Revell noted the operations and maintenance budget for 2021 was nearly complete in draft form and explained the cost-of-living adjustment for

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the non-union employees was included as part of the budget and had been discussed with the Board at prior meetings. District Manager Revell requested a 1.00% increase for the non-union employees to be approved beginning January 17, 2021. Following discussion, Mr. Willard moved, seconded by Mr. Don and unanimously approved a 1.00% cola increase for the non-union employees, beginning January 17, 2021.

Watermaster Clay Bohlke and Maintenance Superintendent Dave Rollinger updated the Board on the District's two 1998 D6 CAT bulldozers. Mr. Bohlke noted both have significant track repairs looming. Staff have been monitoring the machines for the past year and have obtained repair estimates. Repair estimates were proposed by NC Machinery and were approximately \$34,000 each. Mr. Bohlke noted after the repair estimate was obtained the mechanics discovered an oil leak on machine #221 in the final drive gear housing. Following discussion, the Board voted to authorize the repair. Upon a motion Mr. Willard moved, seconded by Mr. Don and unanimously approved to amend agenda to authorize repair to CAT #221 and unanimously approved authorization to repair CAT machine #221 from the District's reserve funds not to exceed \$45,000.00

Watermaster Clay Bohlke presented, and the Board reviewed the Watermaster's monthly report.

District Manager Revell presented, and the Board reviewed the District Manager's monthly report.

District Manager Revell presented, and the Board reviewed the Engineering Manager's monthly report.

Mr. Revell noted there was no need for an executive session to evaluate the qualifications of a candidate for appointment to elective office.

The President declared the Board to be in executive session for an estimated forty-five minutes beginning at 10:08 A.M. pursuant to:

- a. Executive session pursuant to RCW 42.30.110(1)(g). To evaluate the performance of a public employee.
- b. Executive session pursuant to RCW 42.30.110(1)(i). Potential and pending litigation- State v. Acquavella, Terrace Heights Sewer District, Kennewick Irrigation District and Kachess Community Association.
- c. Executive session pursuant to RCW 42.30.110(2)(a)(iii). To evaluate legal risk of a proposed action.
- d. Executive session pursuant to RCW 42.30.110(1)(b). Selection of a site or the acquisition of real estate.

President Ric Valicoff returned at 10:55 A.M. and noted the Board would be in executive session for approximately additional fifteen minutes.

The President returned the Board to regular session at 11:16 A.M.

District Manager Revell explained that, in accordance with Article 5 of the District By-laws the Board is required to appoint a Secretary/Treasurer each year. Upon a motion by Mr. Willard, seconded by Mr. Don and unanimously approved that Mr. Scott Revell be appointed Secretary/Treasurer and be hired as District Manager for 2021. It was noted that this motion included increasing Mr. Revell's annual salary by 1 percent, a one-time addition of 80 hours annual leave and increase annual leave cap to 500 hours.

District Manager Revell executed the Roza Irrigation District Oath of Office.

No further business appearing and upon motion duly made, seconded and unanimously passed, the Board did there upon adjourn at 11:18 A.M. on Tuesday January 5, 2021.

ATTEST:

SECRETARY

PRESIDENT