

## REGULAR MEETING MINUTES

January 10, 2023

The Board of Directors for the Roza Irrigation District convened in regular session on Tuesday January 10, 2023. Present were President Ric Valicoff, Vice-President Jim Willard, Director Tanner Winckler, Director Jason Sheehan and District Manager Scott Revell, Engineering Manager Wayne Sonnichsen, Watermaster Dave Rollinger, Assistant Watermaster Aaron Wiederspohn, Maintenance Superintendent Dave Clampitt and Assessment Clerk/Assistant Secretary Kristel Espinoza.

Via telephone conference: District Attorney Brian Iller.

The President called the meeting to order at 9:08 A.M. and requested the Board consider the consent agenda as presented:

- a. Minutes of December 6, 2022, Regular Board meeting.
- b. Minutes of December 13, 2022, Special Board meeting.
- c. Status of Investments Report – December 31, 2022.
- d. Treasurer's Report– December 31, 2022.
- e. Statement of Income and Expense Report, for the eleven periods ending November 30, 2022.
- f. Comparative Balance Sheet Report, for the eleven periods ending November 30, 2022.
- g. Claims.

The following claims were approved for payment: Payroll numbers 29642 - 29652 in the amount of \$5,311.14, Voucher numbers 67979 – 68089, 68090 – 68133, 68134 – 68153 and 68164 - 68236 in the amount of \$2,356,548.70 and electronic payments 11-22, 12-22, 22-34, 22-35, 22-36, 22-37, 39-22, 40-22, 41-22 in the amount of \$301,352.82 from the period of December 2, 2022, to January 10, 2023.

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

Jason Sheehan executed the Roza Irrigation District Oath of Office for his respective seat following election and read the oath into the record.

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. Winckler, Mr. Valicoff was unanimously elected President. Upon a motion by Mr. Sheehan, seconded by Mr. Winckler, 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. Willard moved, seconded by Mr. Winckler, and unanimously re-adopted the Board by-laws with no changes.

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

District Manager Revell reported that the snowpack and precipitation looked somewhat favorable for this time of year and Reclamation will issue a water supply forecast for the proratable irrigation districts in early March.

Engineering Manager Wayne Sonnichsen reported to the Board on the District agreement with ASM Affiliates dated August of 2021 and noted to date ASM Affiliates has used \$9,500 of the estimated \$22,980. The sett up of a secure archival site with public access has turned out to be more complex than staff had anticipated, since the project was started the District has made a switchover to a Kelly Connect as the Districts IT provider. The process of completing the archival system setup has been recently started up again. ASM Affiliates has reassessed the cost of time and materials to complete the project and determined it will take an additional \$11,100 of time and materials. The district is obligated by the agreement with United States Bureau of Reclamation and Washington State Historic Preservation Office to complete this project. Following discussion, Mr. Willard moved, seconded by Mr. Sheehan, and unanimously approved the request for Cost Augment to ASM Affiliates Task Order #5 in the amount of \$11,100.

Mr. Revell updated the Board on the 2022 operation and maintenance budget revisions and discussed the background information detailed in the staff report. Director Winckler requested a summary in the meeting minutes. Mr. Revell noted he would prepare a memo to the Board on the final amount including use of reserves.

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

The President declared the Board to be in executive session for an estimated twenty-five minutes with action expected afterward, beginning at 9:34 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.
- c. Executive session pursuant to RCW 42.30.110(2)(a)(iii). To evaluate legal risk of a proposed action.

The President returned the Board to regular session at 9:55 A.M.

District Manager Revell discussed with the Board the Tier II water issues. The Board adopted a Tier II policy in 2016 of the assessed cost per acre foot plus ten percent after an extended discussion with the Board and Staff in 2015. Mr. Revell noted the districts refund formula and the process to refund checks. Staff is also researching the options for credit card payments. Mr. Revell reviewed the Tier II income and how the funds have been distributed for various equipment purchases, temporary employees, miscellaneous tools, winter work projects and improvements to the district's offices. Mr. Revell mentioned to the Board they could choose to direct Tier II funds to other projects.

Watermaster Dave Rollinger presented, and the Board reviewed the Watermaster's monthly report.

Engineering Manager Wayne Sonnichsen presented, and the Board reviewed the Engineering Manager's monthly report.

The President declared the Board to be in executive session for an estimated twenty-five minutes beginning at 11:10 A.M. pursuant to with action expected afterward:

- 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.
- c. Executive session pursuant to RCW 42.30.110(2)(a)(iii). To evaluate legal risk of a proposed action.

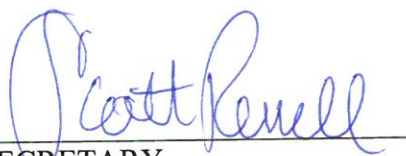
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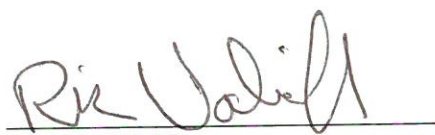
District Manager Revell explained that, in accordance with Article 5 of the District By-laws the Board is required to appoint a Secretary/Treasurer each year. Upon a motion by Mr. Willard, seconded by Mr. Sheehan and unanimously approved that Mr. Scott Revell be appointed Secretary/Treasurer and be hired as District Manager for 2023 including an increase in his annual salary by seven and a half percent and a one-time addition of 160 hours annual leave.

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 12:16 P.M. on Tuesday January 10, 2023.

ATTEST:

  
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 SECRETARY

  
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 PRESIDENT