

CONSOLIDATED IRRIGATION DISTRICT No. 19

BOARD MINUTES

January 13, 2021

The meeting was called to order at 7:00 p.m. by President Steve Schultz via conference call, due to Governor Inslee's Proclamations 20-25 & 20-28, phone number 844-621-3956 code 801125308 which was listed on Agenda and District's website. Board members Paul Schultz, Denis McLaughlin, Jeff Bass and Dan Evans were present as was Manager, Shane Sheppard.

The December 14, 2020 Board Meeting Minutes were reviewed and upon a motion by Paul Schultz, second by Denis McLaughlin and a unanimous vote, the Minutes were approved as presented.

The current bills and financial reports were reviewed. Upon a motion by Denis McLaughlin, second by Jeff Bass and a unanimous vote, the financial reports were accepted, and the bills were approved for payment.

The Board proceeded to reorganize. Paul Schultz moved that Steve Schultz and Dan Evans continue serving as President and Vice President respectively. Upon a unanimous vote, Steve Schultz was reelected as President of the Board and Dan Evans was reelected as Vice-President of the Board.

The Oath of Office for Directors of Division 3 was signed by Denis McLaughlin and Division 4 by Jeff Bass; a copy is attached to and made a part of these Minutes.

Resolution 2021-1 Establishing Regular Monthly Meetings was reviewed, signed, attached to and made part of these Minutes.

Resolution 2021-2 Director Compensation and Reimbursement for Travel Expenses was reviewed, signed, attached to and made a part of these Minutes.

Resolution 2021-3 Assessment Rates Board of Equalization was reviewed, signed, attached to and made a part of these Minutes.

Resolution 2021-4 Segregation of Assessments was reviewed, signed, attached to and made part of these Minutes.

Resolution 2021-5 Inclusion of Lands for Douglas Properties LLC was reviewed, signed, attached and made part of these Minutes.

Resolution 2021-6 Fire Hydrant Permit was reviewed and once Consolidated Irrigation District 19 is included as additionally insured in the language for coverage will be signed at next Board meeting.

The 2021 Operation/Maintenance and Cash Flow Analysis was reviewed. Major expense items were discussed. The major items included Campbell outside tank painting (\$62,000), VFD and motor maintenance/replacement (\$40,000), pump maintenance (\$50,000), Barker/Euclid Road watermain improvement (\$250,000), watermain install/reservoir pad construction in coordination with Legacy Ridge (\$80,000) and office remodel (\$100,000).

Upon a motion by Denis McLaughlin, second by Jeff Bass and a unanimous vote, the Board approved the 2021 Budget as presented.

The Manager reviewed current and proposed projects within the District.

- a) Western States – Plans approved
- b) Barker Mini Storage – In construction water 0% complete
- c) Appleway & Michigan Apartments – Water complete
- d) George's Mini Storage – Water complete
- e) Moen Fields – Plans approved
- f) Storage Solutions – Plans still in review
- g) Cameo Lofts – Plans approved
- h) Fireball (Amazon) – New watermain has been installed on Garland

Manager reported on field activities:

- a) Inventory review – Complete
- b) Shop and vehicle maintenance
- c) Service Installs – pre- taps 1, ¾” services 2, 2” service 4, 16 repair orders and 1 mainline tap

It was noted that the average 2020 CPI was 1.3%. The field employees’ Union Contract contains a minimum 2.5% per year increase for the year 2021. Therefore, the field employees will receive a 2.5% increase in wages.

The Board retired to executive session at 8:20 p.m. to discuss the performance of salaried employees. At 8:40 p.m. the Board reconvened to regular open session and directed that the following raises and benefits be given. The Board authorized the salaried employees be given the following raises and benefits effective January 1, 2021.

District Manager – increase of \$300/month and full health insurance coverage 2021

Office Manager – increase of \$300/month and full health insurance coverage 2021

Office Assistant – up to \$1,000 health insurance coverage 2021, 10 paid holidays @ 6 hours, 18 hours of personal leave.

Resolution 2021-7 was also made part of these minutes which corresponds to the removal of T-Mobile cell towers off well sites 2, 8 and 9 by January 2022 in correspondence with the Bureau of Reclamation.

There being no further business, and upon a motion by Paul Schultz, second by Denis McLaughlin and a unanimous vote, the meeting was adjourned at 9:05 p.m.

Vouchers submitted and approved for payment:

Vouchers	Recipient	Description	Amount
2084	HEALTH CARE AUTHORITY	HEALTH INSURANCE	\$12,940.09
2085	HD FOWLER	INVENTORY	\$5,149.93
2086	INLAND EMPIRE UTILITY COUNCIL	2021 DUES	\$3,496.00
2087	RESOURCE ASSOCIATES	WELL SITE COMMUNICATIONS	\$2,722.50
2088	VISION MS	IT, SOFTWARE, OUTSOURCING	\$6,568.73
2089	WSWRA	2021 DUES	\$1,700.00
2090	SECRETARY REVOLVING FUND	REIMBURSE REVOLVING FUND	\$109,539.72
TOTAL			\$142,116.97

President

Attest:

Secretary