

## CONSOLIDATED IRRIGATION DISTRICT No. 19

### BOARD MINUTES

November 18, 2021

The meeting was called to order at 7:00 p.m. by President Steve Schultz. Board members Dan Evans, Jeff Bass, Paul Schultz, and Denis McLaughlin were present as was Manager, Shane Sheppard. Due to Governors Proclamation 20-28, phone number 844-621-3956 code 801125308 was provided for anyone that wanted to remotely access the meeting. Zac Wheat with Wheat and Associates Insurance accessed meeting by phone.

The October 13, 2021, Board Meeting Minutes were reviewed and upon a motion by Paul Schultz, second by Dan Evans and a unanimous vote, the Minutes were approved as presented.

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

The Manager noted that Steve Schultz and Paul Schultz were re-elected as Directors of Divisions 1 and 2 respectively. No election will be held as no other nomination petitions were filed. Certifications of Election will be prepared for the December Board Meeting.

Zac Wheat presented the insurance proposal (12/1/21 – 12/1/22). All coverages were outlined and reviewed. Zac went over the coverage explaining that CIAW's building replacement cost per square foot went up significantly this year because there have no increases in many years and the District's budget has increased. Paul Schultz questioned the District's tank coverage. Both Zac and the District Manager will investigate said coverage for the next meeting. Zac remotely left the Board meeting at 7:40.

The 2022 Operations & Maintenance Budget was reviewed. The Manager noted the big expenses slated for next year will be the purchase of a truck and crane to replace the existing 2008 F450, 12" watermain replacement in conjunction with the City of Spokane Valley's road improvements on Euclid Avenue, engineering and design for the 2-million-gallon reservoir for system 10221, replacement of more radio read meters, and purchasing another emergency generator for Well Site 5. Current COLA (Cost of Living Adjustment) projections look to be considerably higher than the active union contract maximum of 4%. The budget will not be completed until the year-end financials are finalized.

T-Mobile update on equipment removal is still on schedule for summer of 2022 with Well site 11 (Stateline) and Well site 2 (Headquarters) being 2 sites that are more likely to be pushed back into the fall due to zoning and leasing delays. T-Mobile has kept in touch with the District on a weekly basis regarding any changes. All updates have been forwarded to the Bureau of Reclamation.

The Legacy Ridge West Subdivision/Reservoir for the site pad and land acquisition was discussed. Manager noted the 16" mainline has been installed to the site. Site pad prep and land acquisition to be completed later this year.

The Manager reviewed the District's 2016 water use efficiency goals. The District previously adopted measures to reduce District distribution system leakage by 100,000 gallons a day and to reduce customer summer use by 1%. The Manager noted that every 6 years the Department of Health requires the District to reevaluate the adopted measures and if the implemented measures were effective (WAC 246-290-830).

The Manager will quantitatively evaluate the previous measures to determine if they were cost-effective. The District's connections have gone above the 10,000 mark which ultimately triggers more efficiency measures (from 6 to 9) the District will need to implement for its water use efficiency program starting in 2022. A breakdown of water savings will be discussed next month along with measures the Board will evaluate. Once discussion has taken place and measures evaluated, a Public Forum will be held to determine Water Use Efficiency Goals and how the public can best help the District use the water more efficiently.

The Manager reviewed current and proposed projects within the District.

- a) Western States – In construction. Fees Paid.
- b) Magnolia Place – In construction. Fees Paid.
- c) Quarry Apartments – In construction. Fees Paid.
- d) River Landing – Plans approved. Construction to start next year.
- e) Moskalenko Plat – In construction. Fees Paid.
- f) Camden Homes Office – In construction. Fees Paid.

- g) Doris Morrison Learning Center – Water and service installed. Bypass to complete.
- h) Piger 2 – Water fees paid. Construction to start next year.
- i) PODS – In construction. Fees Paid.
- j) Triad Machinery – In construction. Fees Paid.
- k) Weber Dental – In construction. Fees Paid.
- l) RPM Carwash – Plans approved.

Manager reported on field activities:

- a) Chlorination northside – Complete.
- b) Fall meter reading – Complete.
- c) Service Installs – ¾” services 2 and 35 repair orders.
- d) Washington Open Government Training online – Directors will be forwarded the links for the 3-year review for renewal and recertification.

Steve Schultz noticed a handful of fire hydrants were missing locks and asked the District Manager to replace the locks.

Steve also inquired about the Outside District Contract properties we serve and the progress of annexation. The Manager previously sent the list of properties to the US Bureau of Reclamation for their input on how best to complete annexations; whether one inclusion or multiple due to the different parcel locations. The Manager will follow up with the Bureau.

Paul Schultz asked if the District had pulled the meter in question by Hanson Industries. Irrigation season has been completed and the meter will be pulled at the District’s expense to reassure meter is within the 3% manufacturers specifications.

There being no further business, and upon a motion by Denis McLaughlin, second by Dan Evans and a unanimous vote, the meeting was adjourned at 9:10 pm

Vouchers submitted and approved for payment:

<b>Vouchers</b>	<b>Recipient</b>	<b>Description</b>	<b>Amount</b>
2165	HEALTH CARE AUTHORITY	HEALTH INSURANCE	\$12,940.09
2166	HD FOWLER	INVENTORY	\$41,354.43
2167	CITY OF SPOKANE VALLEY	PAVEMENT PATCHING ROW PERMITS	\$430.00
2168	CORRECT EQUIPMENT	CHLORINE	\$5,990.40
2169	RESOURCE ASSOICATES	WELL SITE COMMUNICATIONS	\$577.50
2170	VISION MS	OUTSOURCING	\$330.39
2171	SECRETARY REVOLVING FUND	REIMBURSE REVOLVING FUND	\$99,705.68
<b>TOTAL</b>			<b>\$161,328.49</b>

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President

Attest:

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Secretary