

CONSOLIDATED IRRIGATION DISTRICT No. 19

BOARD MINUTES

January 12, 2022

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

The December 20, 2021, Board Meeting Minutes were reviewed and upon a motion by Denis McLaughlin, second by Jeff Bass and a unanimous vote, the Minutes were approved as presented.

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

The Board proceeded to reorganize. Denis McLaughlin 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 1 was signed by Paul Schultz and Division 2 by Steve Schultz will be signed; a copy is attached to and made a part of these Minutes.

Resolution 2022-1 Establishing Regular Monthly Meetings was reviewed, signed, attached to, and made part of these Minutes.

Resolution 2022-2 Director Compensation and Reimbursement for Travel Expenses was reviewed, signed, attached to, and made a part of these Minutes.

Resolution 2022-3 Assessment Rates Board of Equalization was reviewed, signed, attached to, and made a part of these Minutes.

Resolution 2022-4 Segregation of Assessments was reviewed, signed, attached to, and made part of these Minutes.

The Manager noted that Zac Wheat had received only one other estimate for the tank coverage of \$35,000 to \$25,000 for full coverage and, earthquake only coverage would be \$20,00 to \$15,000. This matter will be further tabled until next month's meeting.

The 2022 Operations & Maintenance Budget was reviewed. Major expense items were discussed. The major items included replacing the existing 2008 F450 (\$110,000), 12" watermain replacement in conjunction with the City of Spokane Valley's road improvements on Euclid Avenue (\$60,000), Legacy Ridge 2-million-gallon reservoir mainline extension/pad prep/land acquisition (\$500,000), replacement of more radio read meters (\$70,000), and purchasing another emergency generator for Well Site 5 (\$150,000). Director Jeff Bass mentioned when we are ready to sell the F450 to keep WM Winkler in mind due to their trucks being the same color and lay out as the District's and to research truckpaper.com for pricing.

Upon a motion by Paul Schultz, second by Jeff Bass and a unanimous vote, the Board approved the 2022 Budget as presented.

Consolidated Irrigation District's WUE measures were reviewed from both the supply and demand sides of the water system. Measures discussed were school outreach, program promotions, theme shows/fairs, water audits, customer leak detection, bills showing consumption history, water saving device kits, incline block pricing, efficient toilet rebate program, highest users water use reduction and landscape workshops. Under the new Department of Health policy 9 measures are required to meet the District's WUE goal. A public notice to determine which measures will best support our customers and District goals will be scheduled for next month's Board meeting as required by DOH.

Director Dan Evans asked if our billing has the capability of alerting customers of water use patterns and/or the development of a leak. Currently the bills show the last 12 months of use but, between the office manager and manager review of monthly trends and notifying a customer of a possible leak, there is no automatic alert applied.

The Manager reviewed current and proposed projects within the District.

- a) River Landing – Plans Approved.
- b) RPM Carwash – Plans Approved
- c) Cottages on the Green – Plans in Approved
- d) Rivendell Springs – Plans in Review
- e) Starbucks – Plans in Review
- f) Medical Office Building Mirabeau Parkway – Plans in Review
- g) Sams Ranch – Plans in Approved

Manager reported on field activities:

- a) Service Installs – ¾” services 8, 1” services 1, 2” services 5 and 16 repair orders.
- b) Equipment and Shop Maintenance – Mark Dumas is refurbishing the 2 ton and crew is painting in the shop.
- c) Washington Open Government Training online – Dan Evans has completed. Jeff Bass and Paul Schultz to finish.

The Manager reported on follow-up with the Bureau regarding annexing the outside district customers into the District. The most cost effective for both the Bureau and Consolidated will be to complete all outside district customers at one time laying out each parcel in the Resolution for Annexation.

The Board retired to executive session at 8:20 p.m. to discuss the performance of salaried employees. At 8:35 p.m. the Board reconvened to regular open session and, upon a motion, second and unanimous vote, directed that the following raises and benefits be given effective January 1, 2022:

District Manager – increase of \$650/month, \$1,890.10 insurance coverage 2022 and Holiday and Sick pay to follow union contract.

Office Manager – increase of \$500/month, \$1,610.51 insurance coverage 2022 and Holiday and Sick pay to follow union contract

Office Assistant – increase of \$1.50/hour and \$884.84 insurance coverage 2022 10 paid holidays @ 6 hours, 18 hours of personal leave.

Director Dan Evans wanted to investigate the cost to install automatic handicap door openers on the north side of the building in addition to the existing wheelchair accessible ramp. Director Jeff Bass would like to have a tour of the shop at next month’s board meeting.

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 8:50 pm.

Vouchers submitted and approved for payment:

Vouchers	Recipient	Description	Amount
2183	HEALTH CARE AUTHORITY	HEALTH INSURANCE	\$13,493.03
2184	HD FOWLER	INVENTORY	\$11,262.90
2185	DYKMAN ELECTRIC	BOOSTER PUMP	\$862.64
2186	ILNAND EMPIRE UTILITY COUNCIL	ANNUAL DUES	\$3,397.00
2187	VISION MUNICIPAL SOLUTIONS	OUTSOURCING & ANNUAL ASSURANCE	\$5,343.31
2188	SECRETARY REVOLVING FUND	REIMBURSE REVOLVING FUND	\$110,591.00
TOTAL			\$144,949.88

President

Attest:

Secretary