

CONSOLIDATED IRRIGATION DISTRICT No. 19

BOARD MINUTES

January 11, 2023

The meeting was called to order at 7:00 p.m. by President Steve Schultz. Board members Paul Schultz, Dan Evans, Jeff Bass and Denis McLaughlin were present as was Manager, Shane Sheppard.

The December 19, 2022, 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 Jeff Bass, second by Denis McLaughlin and a unanimous vote, the financial reports were accepted, and the bills were approved for payment.

Public Comment:

Thomas Gresch 19507 E Buckeye irrigation meter was pulled and tested to determine if it was, indeed, within AWWA standards. After testing the meter, it was found to be not registering any water and the screen was broke which possibly allowed debris to damage the gears in the water meter resulting in the overage. The manager indicated that Thomas had never exceeded his irrigation allotment in prior years. Dan Evans made a motion to make a onetime waiver of the 2022 summer overage charges for this year due to the damage and past history of water use; Denis McLaughlin seconded the motion, and a unanimous vote was made by the Board to remove the charge.

The Board proceeded to reorganize. Denis McLaughlin motioned that Steve Schultz and Dan Evans continue serving as President and Vice President respectively, second by Paul Schultz and 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 Director of Division 5 was signed by Dan Evans a copy is attached to and made a part of these Minutes.

Resolution 2023-1 Establishing Regular Monthly Meetings was reviewed, signed, attached to, and made part of these Minutes.

Resolution 2023-2 Director Compensation and Reimbursement for Travel Expenses was reviewed, signed, attached to, and made a part of these Minutes.

Resolution 2023-3 Assessment Rates Board of Equalization was reviewed, signed, attached to, and made a part of these Minutes.

Resolution 2023-4 Segregation of Assessments was reviewed, signed, attached to, and made part of these Minutes.

The 2023 Operations & Maintenance Budget was again reviewed. The manager noted major expenses with the purchase of a truck to replace the existing 2012 F350 (\$70,000), 12" watermain replacement in conjunction with the City of Spokane Valley's road improvements on Euclid Avenue (\$65,000), construction for the 2-million-gallon reservoir for system 10221 (\$3,900,000), the replacement of more radio read meters (\$70,000), installation of another variable frequency drive at Wellsites 3 and 5 (\$35,000), surveillance cameras/alarm for headquarters office (\$5,000) and installing an automatic ADA wheelchair door on the north side of the building (\$15,000).

Upon a motion by Paul Schultz, second by Dan Evans and a unanimous vote, the Board approved the 2023 Budget as presented.

The Legacy Ridge 2-Million-gallon reservoir has been advertised for bids on January 9th with a bid opening set for February 3rd. The Board will review the bids at its next Board meeting on the 8th of February prior to the acceptance of any contractor.

The manager reviewed current and proposed projects within the District.

- a) Hodges South Plat – Water installed. Pressure Testing Scheduled.
- b) Greenacres Euclid Warehouse – Mainline Tap completed. Water still to be completed.
- c) Performing Arts Center – Plans Approved.
- d) 19010 E. Alki – Apartment Plans Review.

The Board retired to executive session at 8:00 p.m. to discuss the performance of salaried employees. At 8:15 p.m. the Board reconvened to regular open session and, upon a motion, second and unanimous vote, the Board directed that the following raises and benefits be given effective January 1, 2023:

District Manager – increase to \$11,000/month, \$2,054.90 insurance coverage 2023 and Holiday and Sick pay to follow union contract.

Office Manager – increase to \$7,800/month, \$1,782.52 insurance coverage 2023 and Holiday and Sick pay to follow union contract

Office Assistant – increase to \$25/hour and \$970.10 insurance coverage 2023 and 10 paid holidays @ 6 hours and 18 hours of personal leave.

Manager reported on field activities:

- a) Service Installs – ¾” services 7, 35-meter register exchanges, 1 mainline tap and 11 repair orders.
- b) Mainline Valve Maintenance and Mapping
- c) Inventory Finalize 2022
- d) Wellsite 5 Generator anticipated arrival Mid to late February and F450 end of March.

Dan Evans mentioned that just east of Starr road on Kildea there were 2 fire hydrants that didn’t have king locks. The Manager noted that he would have locks issued for the newer installed hydrants.

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 8:38 pm.

Vouchers submitted and approved for payment:

Vouchers	Recipient	Description	Amount
2266	HEALTH CARE AUTHORITY	HEALTH INSURANCE	\$14,141.23
2267	HD FOWLER	INVENTORY	\$2,545.69
2268	INLAND EMPIRE UTILITY COUNCIL	2023 DUES	\$3,738.00
2269	INTEGRATED POWER SERVICES	7A REPAIRS	\$6,706.56
2270	SINGLETON EQUIPMENT	VALVE TURNER	\$5,310.00
2271	VARELA & ASSOCIATES	LEGACY RIDGE TANK	\$56,820.87
2272	VISION MUNICIPAL SOLUTIONS	2023 MONITORING	\$8,119.26
		2019 - 2021 AUDIT FINAL	
2273	WASHINGTON STATE AUDITOR	BILL	\$580.00
		REIMBURSE REVOLVING	
2274	SECRETARY REVOLVING FUND	FUND	\$114,706.14
TOTAL			\$212,667.75

President

Attest:

Secretary