

REGULAR MEETING
BOARD OF DIRECTORS

April 14, 2020

The Board of Directors of Lake Chelan Reclamation District met for their regular Board meeting at the office of the District on April 14, 2020. The meeting was called to order at 8:10 a.m. by Board President Dave Clark. Those in attendance were:

BOARD

David Clark
Paul Mogan
Nathan England
Chad Steiner
Todd Jeffries (via teleconference call)

STAFF

Rodney L. Anderson
Mary Lou Brooks

GUESTS

MINUTES – FINANCIAL REVIEW – STATUS OF FUNDS

A motion was made by Director England and seconded by Director Steiner to approve the March 16, 2020 minutes, budgets, and investments, as mailed. Motion carried unanimously.

ACCOUNTS PAYABLE

Secretary-Manager Anderson presented the accounts payable for review and approval. Accounts payable checks 16066 through 16116 (including EFT payments) totaled \$266,334.63 and were broken down as follows:

Irrigation O & M Investment	\$ 80,457.68
Irrigation Construction	\$ 49,108.66
Domestic O & M Investment	\$ 92,627.46
Domestic Construction	\$ 0.00
Sewer O & M Investment	\$ 44,140.83
Sewer Construction	\$ 0.00

After some clarification on proposed payments, a motion was made by Director England and seconded by Director Steiner to approve the accounts payable as listed. Motion passed unanimously.

MANAGER'S REPORT

Irrigation: Startup has gone well, with no breaks reported. All irrigation cans are turned on except the ones that need to have work done on them.

We received a request from a winery regarding postponing payment due to the COVID-19 shutdown of their business. After a few phone calls were made we received a letter from the Bureau of Reclamation stating that if a customer is not 12 months in arrears of their payments, we

can turn on their irrigation water without payment. Payment will have to be paid in full by the end of the year.

We have begun the Phase 1 bid process with the help of RH2 Engineering for the irrigation MCC system upgrades. To date we have four contractors scheduled for a walk through of the LC Pumping Plant next week to prepare their bids, with more expected.

Paul Mogan came to the 90% review of plans meeting for Phase 1. One question arose during the meeting regarding the MCC gear testing to take place in Ontario which is expected to last approximately four days. The cost to send someone is calculated to be between \$6,000 if Manager Anderson or one of the board members attend, and \$10,000 if someone from RH2 Engineering attends. We do not need to send someone for the review testing, but it is recommended to witness the testing procedure. If the system is not tested before installation, it could delay startup if complications occur. The board authorized someone to attend the testing procedure.

Domestic: The Schneider's property next to the Water Treatment Plant has come up for sale, after the orchard was pulled out. The lot being sold is approximately one acre and directly in front of the Water Treatment Plant property. Manager Anderson believes it would be a good purchase for the District for future needs and to give us flexibility. After considerable discussion and verification of the lot size and location, the Board consensus was to inquire into the purchase of the property, which would require an appraisal and state procurement procedures.

Sewer: Nothing to report.

Administrative: The Parks Department is currently applying for grants for upgrades and improvements they are proposing for the dog park. They are inquiring if LCRD would be agreeable to transfer the dog park property within the next two years to them, if an agreement can be met with the Chelan County PUD. If not, would LCRD agree to a long term lease with the Parks Department to maintain and operate the park. After some discussion, the Board would agree to transferring the property to the Parks Department within the two-year time frame, if an agreement can be reached with Chelan County PUD or a lease agreement would be acceptable.

Roses Lake Homeowners Association are asking for our help in paying for the treatment of noxious weeds, including milfoil, in Roses Lake. We would be paying half of the total cost, with the homeowners splitting the other half of the total cost. They are estimating approximately \$7,000 for the total cost, making our half \$3,500. Board member Jeffries would like information regarding the effect of treating Roses Lake, specifically if it is doing any good in eliminating the milfoil or just maintaining the growth. Also, will the cost come down in the future, or remain the same. Manager Anderson will ask these specific questions to the Homeowners Association at his next contact with them.

We have entered into an Interlocal Agreement with the County for implementing the post fire grant to purchase two generators and receive the matched funds. We are required to maintain, and submit in a timely manner, all paperwork regarding the acquisition of the two generators, which will be tracked in QuickBooks.

OLD BUSINESS:

No new business at this time.

NEW BUSINESS

Resolution 2020-07 – Temporary Policy for Utility Billing Including Late Fees and Delinquent Account Shut off During the 2020 Public Health Emergency and/or Pandemic.

The Resolution proposes no late fees or shut off fees to be charged to any customer during the COVID-19 shut down. After the shut-down is lifted and work resumes, Utility Bills will be required to be paid within the 30-day time frame. LCRD will give assistance to any customer with a short-term repayment contract, if needed. The Board consensus was to post the Resolution on the LCRD web site, as well as send a public notification to all customers with the next billing cycle. After considerable discussion, a motion was made by Director Mogan and seconded by Director Jeffries that Resolution 2020-07 be approved as presented. Motion was approved unanimously.

Resolution 2020-06 – Temporary Policy for Payment of Employee Wages and Benefits During the 2020 Public Health Emergency and/or Pandemic.

The Resolution proposes to pay employees' wages in full through the State shut-down period, as well as all benefits. Staff and office procedures are outlined to be followed during the public health emergency, including quarantine procedures of employees exposed to the virus. Additional leave at 20% of actual hours worked will be given to the employees that are deemed essential and need to be at work during the COVID-19 shut down, with the amount accumulated not to exceed 40 hours. After considerable discussion, a motion was made by Director Mogan and seconded by Director Jeffries that Resolution 2020-07 be approved as presented. Motion was approved unanimously.

PUBLIC COMMENT

No public comment at this time.

ADJOURNMENT

Being no further business to come before the Board, Board President David Clark adjourned the meeting at 8:52 a.m.

Signed: David E Clark
President

[Signature]

[Signature]

[Signature]

[Signature]

Attest: [Signature]
Secretary-Manager

April 2020