

**METHOW VALLEY IRRIGATION DISTRICT  
REGULAR MEETING  
January 9, 2023  
Twisp, Washington  
MINUTES**

Director Zahn called the meeting to order at 5:06 p.m. Present were directors Chris Zahn, Mark Edson, and Deanna Melton; watermaster Josh Morgan; and secretary Sandra Strieby.

Administer oath to Director Melton: The Secretary administered the oath of office to Director Melton and gave her a signed and sealed certificate of election.

Organization of board: Director Edson moved to elect Chris Zahn as President, Mark Edson as Vice-President, and Deanna Melton as Assistant Secretary, and to appoint Sandra Strieby as Secretary for 2023. Director Melton seconded the motion. Motion carried.

Minutes—December 12, 2022 regular board meeting and December 22, 2022 special meeting: Director Edson moved to approve the minutes of the December 12, 2022 regular board meeting. Director Zahn seconded; the motion carried. Action was not taken on the minutes of the December 22, 2022 special meeting pending clarification of the action to be taken on the WSDOT easements—will they be leased or purchased? Director Edson requested that future meeting minutes have signature lines for all three directors.

Treasurer's report: The secretary presented the Treasurer's report for the month ending December 31, 2022. The ending balance in the General Expense fund was \$32,244.43. The ending balance in the General Investment fund was \$357,926.25.

Vouchers: The secretary presented payroll voucher claims 01.09.23\_01 through 01.09.23\_03 in the amount of \$5,627.32 and vendor voucher claims 01.09.23\_04 through 01.09.23\_15 in the amount of \$4,612.17. Following review of the claims, Director Edson moved to approve the vendor and payroll voucher requests. Director Zahn seconded; motion carried.

Maintenance director: Director Edson moved to appoint Mark Edson as maintenance director for 2023. Director Zahn seconded; motion carried.

Travel reimbursement rate: Director Edson moved that the reimbursement rates for travel expenses remain at the 2022 limits: fifty cents (\$0.50) per mile and \$200 per day for meals and lodging. Director Zahn seconded; motion carried.

Secretary's office rent: Director Zahn moved to set the Secretary's office rent at \$225/month for 2023. Director Melton seconded; motion carried.

Extra Water Users agreement: Director Zahn moved to accept the 2023 extra-water users' agreement as presented; the only change from the 2022 agreement is the date. Director Edson seconded; motion carried. The directors agreed to add Heidi Appel as an extra water user, to irrigate her parcel off Airport Road.

Resolution 23.01—amending credit card use policy: The secretary presented Resolution 23.01 to amend guidelines (4) and (6) in Schedule A of the district's credit card use policy. Director Melton moved to approve the resolution; Director Zahn seconded. Motion carried.

Project completion: The secretary presented a draft letter to TU regarding project completion. Following discussion, the directors asked the secretary to send the letter to Mike Fort for review. Once Mr. Fort has reviewed the letter, the board will approve it with any changes that are needed and set a date by which MVID would like a response from TU.

Employee job description review: The directors reviewed and discussed the existing watermaster and secretary job descriptions, and asked the secretary to find models for further discussion.

Water use numbers: the directors postponed discussion.

Woodruff BLA: in addition to the standard requirements for a BLA, the Woodruffs should begin paying an administration fee for each parcel since there are two turnouts.

Special meeting regarding WSDOT easements: the secretary confirmed the date and time of the special meeting: 5:00 p.m. on January 12<sup>th</sup>, with Natalie Kuehler and Chris Johnson. The directors do not need any special materials for the meeting, but would like to add discussion of the funding provisions of the Barkley/MVID Instream Flow Improvement Project Change Management Plan to the agenda.


Reports and updates: no reports or updates were presented.

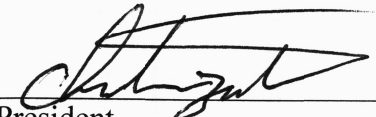
Member concerns: no member concerns were presented.

Director Zahn adjourned the meeting at 7:13 p.m.

Passed and approved this 13<sup>th</sup> day of February, 2023.

ATTEST:

  
Secretary

  
President

  
Director

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Director