

WEST EXTENSION IRRIGATION DISTRICT

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January 23, 2020

Monthly Board Meeting

Board Member Philippi called the Board meeting to order on January 23, 2020 at 9:00 a.m. at the Irrigon Fire Hall located at 705 N. Main St. in Irrigon. Those in attendance were: Board members, Dalarie Philippi, Vern Frederickson, Warren Kemper and Bob Mueller; Office Manager, Lisa Baum and District Manager Bev Bridgewater.

AGENDA: Mueller moved to approve the agenda as distributed. Kemper seconded. Motion passed.

ORGANIZATIONAL MEETING

OATH OF OFFICE: Director Dalarie Philippi was sworn in as Director of Division 5 by Secretary Bev Bridgewater.

ELECTION/APPOINTMENT OF OFFICERS: Mueller moved to nominate the same officers as last year – Philippi as Chairman and Frederickson as Vice Chairman, and Bridgewater as Secretary to the Board of Directors. Kemper seconded. Motion passed.

RESOLUTION NO. 20-001: Establishing Board meetings for 2020 and next organizational meeting. Motion made by Kemper to approve Resolution 20-001. Seconded by Frederickson. Motion passed.

BANKING INSTITUTIONS: Motion by Kemper to keep the same banking institutions as last year at Banner Bank and the Local Government Investment Pool, with the same signers; Office Manager Lisa Baum is authorized to get and give information and to initiate transfers. Seconded by Mueller. Motion passed.

FLOOR BUSINESS

No floor business.

MONTHLY BUSINESS

APPROVAL OF MINUTES: Mueller moved to approve the minutes of the December 18, 2019 Board meeting as presented. Kemper seconded. Motion passed.

BILLS PAYABLE: After review, Mueller moved to approve the December, 2019 accounts payable list in the amount of \$153,370.26. Kemper seconded. Motion passed.

FINANCIAL REPORTS: The financial reports for the period ending November 30, 2019 were presented and reviewed. A handout titled Budget/Financial Awareness for Elected Officials was passed out.

Preliminary Financials for the period ending December 31, 2019 were passed out; in-depth review was done. The Board directed that the bill for the Cultural Review should be paid out of the Conservation Fund Reserve, and the costs for the Relocation Repair be paid out of the O & M Reserve.

REPORTS AND CORRESPONDENCE

OPERATIONS REPORT: Is included in the written Manager's Report. There are about 60 panels to replace this winter. While Gary is cleaning the canal, he is pushing back the overburden on the back side of the canal 2-3 feet to protect the canal. This will increase the fuel costs in the budget. The worst area is the Desert. Overall, crews are trying to stay focused on what the canal needs. Rodents are a potential problem, especially upstream from Kurz Lane.

OFFICE MANAGER'S' REPORT: A written report was distributed to the directors and is attached to and a part of the minutes. Discussion about collections procedures. Staff was directed to google names of landowners in collections for whom mail is being returned.

MANAGER'S' REPORT: A written report was distributed to the directors and is attached to and a part of the minutes. 1000 feet of liner will cost about \$36,000; okay to order. "Irrigation System Management Trainee" position posted in Indeed.com. Job designed to be trainee for one year, then decision as to whether promote to Operations Manager. There were many applicants; no one was interviewed. Board directed new announcement, changing to "Operations Manager Trainee" to make it clearer; need to add "ability to maintain and operate equipment" to description. Electrical ability would be a plus for this position.

DISTRICT BUSINESS

DRUG AND ALCOHOL POLICY: Motion made by Mueller to approve the Drug and Alcohol Policy dated January 2020. Seconded by Kemper. Motion passed. Now Policy will be sent to the Union.

EXECUTIVE SESSION

The Board entered into Executive Session at 10:48 a.m.

The Board entered into regular session at 11:15 a.m.

RESOLUTION 20-003 LAND SALE AGREEMENT: Motion made by Frederickson to sell the vacant land to Double D Contracting as partial payment for the shop; price will be \$15,000 plus the cost to move the district pipe around the edge of the property. Seconded by Kemper. Discussion on the pipeline and easement that currently go through the property, but will need to be moved before any development can be done. Motion passed.

ADJOURNMENT

With no further business, Chairperson Philippi adjourned the meeting at 11:20 a.m.

Signed:

Lisa Baum, Secretary Pro-Tem

Attest:

Dalarie Philippi, Chairperson