

# JUNE BOARD OF DIRECTORS MEETING

West Extension Irrigation District

6/20/24 9:00 AM

Columbia Improvement District Office

501 E. Columbia Avenue, Boardman Oregon

## –AGENDA TOPICS–

1. Call Meeting To Order / Roll Call / Introductions

2. Approval of Agenda

3. Floor or Special Business

4. Monthly Business

Minutes—May meeting

A/P List - May

Financials— period ending May 31 2024

5. Reports and Correspondence

Administrative Report

Request to start paying bills on-line, i.e. utilities

SCADA update

Foreclosure order

Managers Report

Operations

Equipment and Pickups

Review of District delivery system

6. District Business

7. Executive Session

An executive session will be called in accordance with ORS 192.660. to discuss federal contract negotiations and ORS 192.660(2)(h) to consult with legal counsel.

8. Other Business

9. Adjournment

**Meeting Procedures:** Agenda items will be taken in the order listed, unless changed by the Chairman. The public is reminded not to interrupt the Board members during their discussion. If you have specific questions that are not on the agenda or addressed during the meeting, please ask a Director or staff prior to or after the meeting.

**Public Comment:** Public comments are welcome during the public comment section of the meeting. These should be relative to District policies, Board actions or items of general interest to the public. All speakers must be recognized by the Chairman prior to speaking. The Chairman reserves the right at any time to limit public comments due to time constraints and content. The public is reminded that all comments are directed to the Board.

**How To Get an Item on the Agenda:** First, be sure that your item is a matter of district policy or Board oversight. The Board sets the Policies of the District and delegates the authority of management of those policies to staff. Some of the questions you have may be management or operational questions and can be answered by staff. We encourage you to do so during regular office hours. If Staff is unable to answer your question, they will bring the issue to the Board as an agenda item. A Director may also request an agenda item. All requests go to the Board Secretary, Bev Bridgewater. Anyone having agenda items for the next meeting are asked to submit the request five business days in advance of the meeting in order to be included on the meeting agenda.

**Executive Session:** The Board may convene in an executive session. By law, an executive session is closed to all except the Board, District staff, legal counsel, members of the press, and persons reporting to it on the subject of the executive session or otherwise involved. Before convening such a session, the Chairman will make a public announcement and explain the necessary procedures.

If there are any questions about the agenda or Board procedures, please contact Bev Bridgewater, Secretary to the Board and District Manager, at 541-922-3814.

Upcoming meetings:

July 18, 2024 9:00 am

August—No meeting

September 19, 2024

# WEST EXTENSION IRRIGATION DISTRICT

P.O. BOX 100 IRRIGON, OREGON 97844  
PHONE: (541) 922-3814 FAX: (541) 922-9775

May 16, 2024

## **Monthly Board Meeting**

Chairperson Philippi called the Board meeting to order on May 16, 2024, at 9:05 a.m. at the Columbia Improvement District meeting room located at 501 E. Columbia Ave. in Boardman. Those in attendance were: Board members, Dalarie Philippi, Von Studer, Bob Mueller and Vern Frederickson; Board Secretary/Manager, Bev Bridgewater; Administrative Services Manager, Lisa Baum. Director Abe McNamee was not able to attend.

**AGENDA:** Chairperson Philippi asked for additions to the agenda. Bridgewater stated that the folks from the Bureau of Reclamation were not able to attend today. Mueller moved to accept the agenda. Frederickson seconded. Motion passed.

### MONTHLY BUSINESS

**APPROVAL OF MINUTES:** Studer moved to approve the minutes of the April Board meeting. Mueller seconded. Discussion. Motion passed.

**BILLS PAYABLE:** The Board reviewed the bills payable report from April and asked questions of staff. Mueller moved to approve the bills payable list in the amount of \$177,318.65. Studer seconded. The board discussed that Ross Machine is closing down and the district will need to find another steel supplier. The motion passed unanimously.

**FINANCIAL REPORT:** Two financial reports were given to the Board.

- 1) Financial report ending December 31, 2023. Now that the conjunctive use amounts for 2023 have arrived from Reclamation, we have final numbers for 2023. The Board reviewed the report and asked questions of staff. Bridgewater went through several line items to show how they affected the ending fund balance amount, which was higher than anticipated.

**MOTION:** Frederickson moved that \$25,000 from 2023 be moved to the O&M contingency fund. Mueller seconded.

- 2) Financial report ending April 30, 2023. The report was reviewed and questions asked. Bridgewater pointed out we are keeping one laborer as long as we are getting general maintenance done, such as mowing, weeding, spraying, right-of-way cleanup and gravelling the canal roads. These are basically

things our four-man crew does not have time for and are much-needed by the District. She also pointed out that we are spending more funds than budgeted on safety due to recommendations from the OSHA inspections and the need to clean-up the railroad car.

## REPORTS AND CORRESPONDENCE

### **ADMINISTRATIVE REPORT**

**SCADA:** Baum reported that the updated SCADA system is being developed and parts on on their way. Aqua Systems did an unplanned visit in early May to get two of our Boardman sites running so we can get numbers. They will be here the third week of June to install the new system. Discussion.

**FORECLOSURE UPDATE:** Baum gave an update on delinquent accounts and potential foreclosures.

**MANAGER'S' REPORT:** A written Manger's Report was provided to the Board and is part of the meeting minutes. The board reviewed and discussed the report.

**LATERAL 25:** Pierce will flood one more season before going onto the pump station. The ecology blocks put in by the crew to help raise the water a bit helped out. She still needs a few days to get the water across her property. Discussion.

**ASSISTING IRRIGATORS:** Discussion ensued on how and when we assist irrigators. Philippi stated that we will not build or clean ditches on private property. Her concern was for the Wetherall property and his inability to get water to his property prior to start-up. Where does WEID stop? Don't we delivery to the high point?

Bridgewater stated that in Wetherall's case, the District stops at the federal ROW where the delivery box is. When the property was divided at some time in the past (decades ago), the ditch along the south boundary of the original property to Wetherall carries the water from his point of delivery at the box. He actually has three parcels that make up his 19 acres. For Doherty, the federal ROW is along the south side of their property. The District maintains to the original distribution box at the Bryce Doherty driveway. For Youngs and Sandlin, the delivery point stops near the SE corner of the Sandlin property, and they jointly have responsibility from there, including the three lots that have been divided off the original Young property. In other words, a division of property over the years does not mean that the District keeps moving its delivery to take in the new parcels. She looks to any easement or ROW documents, the original maps of the District and confirms with the 1948 map to help find the correct point of delivery and which ditches or pipelines are owned by the District. There are many pipelines, for instance, east of 15<sup>th</sup> Street where the landowners put the pipes in (typically steel) to eliminate the old ditches. These are

privately owned and there are usually no easements for them. This is simply how the District patrons developed their systems over the years.

Philippi and Frederickson both agreed that philosophically, they don't like to see the District take money from patrons when it doesn't deliver the water. Baum stated landowners are billed for the water right on the property. Bridgewater stated that in the last 30ish years, the District has been able to address partitions by requiring easements and delivery clarity. But even in subdivisions, the District does not always maintain the pipelines as they are often jointly owned by the patrons. More discussion.

Philippi reminded Bridgewater to send a letter to Dohertys about maintaining their ditch. Bridgewater reported they have cleaned it, but it will need maintenance soon, according to ditchrider. She will look at it before sending a letter. Philippi also wondered about Rodriguez as he gets his water from Lateral 24 via a private ditch through the Russell property. Bridgewater stated that he would have a prescriptive easement, like so many do, and state irrigation statutes protect their rights.

Studer wondered how many folks the District cannot physically deliver water to. Bridgewater said there are quite a few, especially in Umatilla. Studer stated this is a slippery slope and we will need to take issues on a case by case basis.

**EQUIPMENT:** The excavator needed work and Abe is working on it at his shop. He has completed the work on the dump truck..

**CONJUNCTIVE USE:** The District has received the conjunctive use billing from Reclamation. This was discussed when the Year-End financials were reviewed earlier in the meeting. The rate went down this year due to power cost decreases.

**CREW:** Bridgewater has been holding weekly crew meetings and working with the crew to find a more functional operating mode. They have lots of ideas on how to make things better at the District. Discussion. Mueller asked who has responsibility for maintenance? Bridgewater – they are each responsible for their own pickups and for any equipment they use. Bob is taking the shop oversight and system maintenance tasks with help from others. All work and repair orders are turned into the office so they can be tracked. We are working on a way to track equipment checks, greasing and pump maintenance. Discussion.

## DISTRICT BUSINESS

**BRIDGES:** The Board reviewed correspondence and photos from Umatilla Emergency Management regarding three bridges over the canal. Discussion. WEID bridge agreements are about ownership, compliance with State and federal laws, and liability. A couple of bridges need some work on their railings to be compliant with their contract.

**CITY OF IRRIGON FACILITY REQUEST:** Staff has not found the time to send additional information to the City. However, the information has previously been given to the City a couple to times.

No update on issues with New Dreams subdivision or City's request to cross the RL-2 pipeline off Division.

### ADJOURNMENT

With no further business, Chairperson Philippi adjourned the meeting at 11:40 am.

Signed:

\_\_\_\_\_  
Bev Bridgewater, Secretary

Attest:

\_\_\_\_\_  
Dalarie Philippi, Chairperson

West Extension Irrigation District  
 Check Register / Accounts Payable List  
 May 2024

CHECK#	DATE	VENDOR	DESCRIPTION	TOTAL	WEID EXPENSE	PAYROLL EXPENSE	OTHER REIMB.
		<b>WEID GENERAL ACCOUNT:</b>					
PERS 4/27/24 IAP	5/7/24	Oregon PERS	Payroll	883.09		883.09	
PERS 4/27/24 Pension	5/7/24	Oregon PERS	Payroll	3,007.81		3,007.81	
OR 5/12/24	5/16/24	OR Tax Deposit	Payroll	1,026.84		1,026.84	
US 5/12/24	5/16/24	US Tax Deposit	Payroll	4,601.54		4,601.54	
PERS 5/12/24 IAP	5/21/24	Oregon PERS	Payroll	904.58		904.58	
PERS 5/12/24 Pension	5/21/24	Oregon PERS	Payroll	3,250.71		3,250.71	
OR 5/27/24	5/29/24	OR Tax Deposit	Payroll	1,128.52		1,128.52	
US 5/27/24	5/29/24	US Tax Deposit	Payroll	4,405.65		4,405.65	
37176	5/10/24	A-1 Industrial Supply	Water Trailer	261.81	261.81		
37177	5/10/24	Abadan	Copier Mnt. Contract	205.58	205.58		
37178	5/10/24	Banner Bank	Postage, Safety	1,384.90	1,384.90		
37179	5/10/24	BJK Truck Parts	KW Dump Trk, JD Excavator	253.38	253.38		
37180	5/10/24	Void		-			
37181	5/10/24	CJ Electronic Repair & Sales	Computer repair	121.00	121.00		
37182	5/10/24	Commercial Tire	KW Dump Trk Rear Rt Inside	1,040.34	1,040.34		
37183	5/10/24	Devin Oil Company	Fuel	1,309.82	1,309.82		
37184	5/10/24	Elmer's Irrigation	WaterMeas,Huke,Stock	3,007.24	3,007.24		
37185	5/10/24	Express Services	Leased Labor	2,723.31		2,723.31	
37186	5/10/24	First BankCard	Shop-lunch	110.24	110.24		
37187	5/10/24	H.D. Fowler	Fusion Tech Lat. 25	1,285.00	1,285.00		
37188	5/10/24	Hermiston Auto Parts	JD Excavator, Shop	128.91	128.91		
37189	5/10/24	Void		-			
37190	5/10/24	Jimmy's Johns Portable Toilets	Port-a-Potty	85.00	85.00		
37191	5/10/24	NW Farm Supply	Jack Stand Water Trailer	125.99	125.99		
37192	5/10/24	NW Metal Fabricators	Huke-Lid for PRV	214.44	214.44		
37193	5/10/24	One Call Concepts	Locate Service	70.14	70.14		
37194	5/10/24	Hermiston Quicky Lube	PU#2	73.90	73.90		
37195	5/10/24	RiverTech Irrigation	OR St. PS VFD	3,626.15	3,626.15		
37196	5/10/24	Special Districts Insurance Serv.	Health Insurance	5,079.16		5,079.16	
37197	5/10/24	Smitty's Ace Hardware	Shp, Sfty, MC, McGraw, Weed	931.74	931.74		
37198	5/10/24	Staples Business Advantage	Office Supplies	117.69	117.69		
37199	5/10/24	Umatilla Electric Coop	Power	14,089.05			
37200	5/10/24	U.S. Bank	FlexLease	4,392.50	4,392.50		10,015.86
37201	5/10/24	Wilbur-Ellis Company	Pramitol	196.65	196.65		
37202	5/10/24	Devin Oil Company	Propane (Irrigon)	21.19	21.19		
37203	5/10/24	Bureau of Reclamation	Conjunctive Use 2023 + 2024	59,100.31	59,100.31		
37204	5/15/24	Lisa Baum	Payroll	2,004.47		2,004.47	
37205	5/15/24	Bev Bridgewater	Payroll	2,379.61		2,379.61	
37206	5/15/24	Ben De Los Santos	Payroll	1,801.19		1,801.19	
37207	5/15/24	Seth Rhodes	Payroll	1,886.02		1,886.02	

West Extension Irrigation District  
 Check Register / Accounts Payable List  
 May 2024

CHECK#	DATE	VENDOR	DESCRIPTION	TOTAL	WEID EXPENSE	PAYROLL EXPENSE	OTHER REIMB.
37208	5/15/24	Liz Richardson	Payroll	411.02		411.02	
37209	5/15/24	Bob Schlosser	Payroll	2,044.59		2,044.59	
37210	5/15/24	Alan Svatonsky	Payroll	1,392.35		1,392.35	
37211	5/15/24	Bev Bridgewater	Health Reimb.	679.79		679.79	
37212	5/15/24	Seth Rhodes	Health Reimb.	826.52		826.52	
37213	5/15/24	Bob Schlosser	Health Reimb.	751.64		751.64	
37214	5/16/24	Endress + Hauser	IPS meter sensor cable	1,284.35	1,284.35		
37215	5/16/24	Express Services	Leased Labor	2,128.45		2,128.45	
37216	5/16/24	Ironhorse Construction	3Mile Road	3,100.00	620.00		2,480.00
37217	5/16/24	Kerns Brothers	Columbia, McGraw, spare	5,471.00	5,471.00		
37218	5/16/24	Wayne Reflett	Clean at dam	337.50	337.50		
37219	5/16/24	Wesley Wise Excavating	MC Boardman, Kerslake	1,850.00	300.00		1,550.00
37220	5/23/24	CenturyLink	Telephone	254.72	254.72		
37221	5/23/24	Consolidated Supply	Meter Repair Parts	916.29	139.54		776.75
37222	5/23/24	Devin Oil Company	Fuel	896.35	896.35		
37223	5/23/24	Express Services	Leased Labor	1,312.74		1,312.74	
37224	5/28/24	Lisa Baum	Payroll	2,003.99		2,003.99	
37225	5/28/24	Bev Bridgewater	Payroll	2,379.61		2,379.61	
37226	5/28/24	Ben De Los Santos	Payroll	2,363.42		2,363.42	
37227	5/28/24	Seth Rhodes	Payroll	1,795.84		1,795.84	
37228	5/28/24	Liz Richardson	Payroll	357.30		357.30	
37229	5/28/24	Bob Schlosser	Payroll	2,160.08		2,160.08	
37230	5/28/24	Alan Svatonsky	Payroll	1,462.90		1,462.90	
37231	5/28/24	American Rock Products	Eco Blocks Lat.25	240.00	240.00		
37232	5/28/24	Joshua Fernandez	Mileage	27.47	27.47		
37233	5/28/24	Irrigon Mini-Storage	Storage Rent	52.00	52.00		
37234	5/28/24	Kerns Brothers	McGraw	1,941.00	1,941.00		
37235	5/28/24	Verizon Wireless	Cell Phones	516.10	516.10		
		<b>TOTALS</b>		<b>166,192.49</b>	<b>94,217.14</b>	<b>57,152.74</b>	<b>14,822.61</b>





# OREGON AGRICULTURE TOP 2024

Based on 2022 data & estimates of value of production from the USDA National Agricultural Statistics Service, Oregon Department of Agriculture, Oregon State University, Oregon Wine Board, and Oregon Department of Fish & Wildlife. This is not a ranking compared to other U.S. states. More stats online: <https://oda.direct/AgStats> info@oda.oregon.gov • Created 6/2024



**OREGON DEPARTMENT OF AGRICULTURE**

## MANAGER'S REPORT - JUNE 2024

This report provides an overview of District issues and projects that we have been working on since the last board meeting.

**OPERATIONS:** I am continuing to hold weekly meetings with the crew and work with them daily to assure they remain on task. I find that if I don't, decision-making doesn't always meet the priorities of the day. That is common, however, for employees that don't have experience in our district. We have been focusing on ROW weed-eating and spraying the past month. We have had three aquatic herbicides treatments and are on our rotation of two weeks "ON" and one week "OFF" for aquatic herbicides in the canal. Between this work, our laborer has been doing ROW cleanup – i.e. removing concrete and assisting with repairs. We are trying to address the thistles now (about 80% done), then get back to more ROW work. Not all the laterals were sprayed, so we need to mow them now.

**EQUIPMENT:** All equipment is back at the shop. Thanks to Abe McNamee for getting the excavator and dump truck running. The bill from Pape Machinery for the work they did to find and repair the hydraulic leak and replace the heater hose was \$1859.67. Abe did prep work and looked like he supplied some parts.

**PICKUPS:** We had air conditioners out on two vehicles, and they have been repaired. Truck #8, the 2001 Chev known as Emma's truck is down. The ignition won't turn and wires are loose. It is not driveable. We are at a point to decide to repair it or surplus it. I am bringing the file on this pickup to the BOD meeting for your reference.

**RAILROAD CAR:** The rodent guy we hired has put bait traps out in the railroad car. We are keeping them filled. After about three weeks, we will go in to remove the old equipment and chemicals from the car so we can do the work to rodent-proof it. This is the time for the Board members to decide how we will dispose of the materials currently being kept in the car.

**AQUA SYSTEMS:** Aqua technicians will be here this week. Lisa will give an update at the meeting.

**METERS:** We are gearing up soon to install the meters for the Boardman lines. It seems that something always comes up that keeps putting this project off.

**NEW DREAMS SUBDIVISION:** After not hearing from Kumar or McKinnis for over a month, McKinnis met with me a week ago to discuss work needing to be done on the existing pipe before we can approve the City's crossing request. He stated that Kumar wants to get that pipe complete before installing the new pipe bringing water to two parcels east of this project. I don't believe the District should allow this "separation" and treat the project as a whole.

**MANAGER LEAVE:** I will be on personal leave July 7 through July 12. Alan Svatonsky will be Acting Manager during that time.