

WEST EXTENSION IRRIGATION DISTRICT

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November 16, 2023

Monthly Board Meeting

Chairperson Philippi called the Board meeting to order on November 16, 2023, 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, Vern Frederickson, and Von Studer; Board Secretary/Manager, Bev Bridgewater; Administrative Services Manager, Lisa Baum; Operations Superintendent, Ben De Los Santos; Chet Sater, Manager of the Bureau of Reclamation Umatilla Field Office. Directors Bob Mueller and Abe McNamee were not able to attend.

AGENDA: Chairperson Philippi asked for additions to the agenda. There were none. Frederickson moved to accept the agenda as presented. Studer seconded. Motion passed.

MONTHLY BUSINESS

APPROVAL OF MINUTES: Frederickson moved to approve the minutes of the October Board meeting. Studer seconded. Discussion. Motion passed.

BILLS PAYABLE: Frederickson moved to approve the October accounts payable list in the amount of \$76,330.51. Studer seconded. Discussion. Motion passed.

FINANCIALS: The Board received a proforma financial reports that listed expenses through October 2023 and projected income and expenses to December 31, 2023.

REPORTS AND CORRESPONDENCE

OPERATIONS:

VEHICLE PURCHASE: A new 2023 GMC 1500 was purchased from Dave Smith in Kellogg, Idaho. This was the best choice after checking all options. Discussion.

EQUIPMENT REPORT: When doing maintenance on the excavator, the crew discovered that the turntable was leaking. It is at Bailey's for repair. Discussion. We have hired an excavator operator for winter and he will start when we get the excavator back in service. The mower, backhoe and both dump trucks are working.

WINTER WORK: De Los Santos reported on work planned for this winter. Crew is mowing now, doing after season repairs, completing the Broadbent line (grant), installing updated telemetry equipment, preparing pipes for the new meter (grant), road work from Peters to end, and other needed work. Planning is happening for the 25 pump station, the Relocation canal gates and drainage work east of Paul Smith Road. He has been in touch with a commercial sprayer who will send a quote.

2024 PICKUP: We expect the Colorado that we ordered a year ago to be cancelled. The order could be resubmitted. The board wondered if we need a new truck now that we have purchased the GMC. Bev and Ben reminded them that we would like to surplus trucks No. 8 (which was stolen two years ago and damaged) and Truck No. 9 is not reliable. We definitely need another truck when we do a new hire (we are one employee down) Discussion.

Other subjects of discussion:

- Weed control and spraying
- Bed liner for the new truck
- Relocation canal gates versus piping the canal.
- Radios for SCADA (Reclamation has surplus)
- CREZ for possible funding of Lateral 17
- Can we get a summer intern through POM next year?
- Does UEC have grants for infrastructure?
- Will heat rods work for the shop? Cost?

ADMINISTRATIVE:

The Board reviewed the Administrative Services Manager's report. It is attached to and a part of the meeting minutes.

COLLECTIONS: Baum reviewed the status of collections, as listed in her report and answered questions.

RESOLUTION NO. 23-005 – INTENT TO FORECLOSE: Studer made a motion to adopt Resolution No. 23-005 which ordered the collection of past due incurred charges on ten customers who were seriously delinquent on their accounts, in accordance with ORS 545.482 to 545.508, the Alternate Method of Collecting Incurred Charges. Frederickson seconded. Discussion. The board encouraged Baum to continue every means possible for collection short of actual foreclosure. Motion passed by unanimous vote.

2023 AUDIT: Baum received notice from the auditors that the 2023 Audit is complete. She will have it for review at the December meeting. She noted that changes of personnel at Barnett & Moro delayed the audit as well as the slowness of some of our vendor reports. This is the last year of our audity contract and the District will go out for bid for the next three-year contract.

MANAGER REPORT:

The Board reviewed the Manager's report. It is attached to and a part of the meeting minutes.

OSHA CONSULTATION REPORT: OSHA provided a safety consultant, and he did his inspection on October 24. His report was received a week later and provided to the Board. Here are the summary points in his report:

- Recordkeeping was good.
- He felt that workplace health and safety are a priority for the District.
- Safety meetings need to be held every month (we miss a couple each year) and walk around inspections should be conducted monthly.
- Fire extinguishers are up-to-date, but monthly inspections are not being held and employees need yearly training on their use.
- Vertical shafts on pump motors need to be guarded.
- Chain and sprocket on rotating screens should be guarded.
- A missing electrical plate on a transducer box.
- A portable ladder was not secured.
- Exit signs were not posted in the new shop.
- Tongue guard on the shop grinder was out of adjustment.
- Several compressed gas bottles were not secured in the shop.
- A buoy or life ring with 90' of rope should be at the IPS pier
- The stairs at the chemical storage have no handrail.

Corrective action due date is January 5, 2024 and we are to contact him when complete. He will also make a health consultation referral for us regarding the chemical storage site. Discussion.

BRIDGES OVER THE MAIN CANAL: Following up from the last meeting, Bridgewater has investigated the status of the bridges over the main canal. First of all, the contracts require the bridges to meet ODOT standards. That standard is 86,000 lbs. If they can't hold that weight, Oregon law requires the weight limit on the bridge to be clearly posted. She spoke with Marty Broadbent at the Boardman Fire Department about fire trucks crossing the bridges as they are at the top of the weight limit. He stated that they have inspected the Eagle Crest bridge and it is safe for their equipment to cross. In fact, all the bridges in Boardman meet their standard, which is the ODOT standard. Further research and discussion indicated that a concern, as Mueller indicated last month, is that trucks such as agricultural trucks and especially concrete trucks are carrying heavier loads now. Their weight and load distribution may not meet the standards set by ODOT. Bridgewater stated that it is up to the owners or drivers of those trucks that are overweight or length to assure the bridge can carry their weight. The Board suggested she send this information to the owners of the bridges.

PLAT DISCUSSION: Following up on the Manager's report, Bridgewater reviewed issues around plat sign-off and/or approval by the District. Both Morrow County and the City of Irrigon have moved plats forward without getting either a compliance

letter or plat sign-off from the District. This has been an issue for over a year. She has involved our attorney, Bill Kuhn. For the City, a conference has been held between herself, Kuhn and the City's attorney. She has reviewed the City of Irrigon's codes, and they do not provide guidance on this. For the County, Kuhn's pushback got results and she plans to meet with the Director for discussion.

The board reviewed the documents presented to them and discussed the issue. They agree to push back on the ability/requirement of the District to sign off on the plats. Maybe return to the legislature regarding wording in 92.103 that might provide clarification.

DISTRICT BUSINESS

BUDGET 2024 OVERVIEW: Bridgewater distributed a preliminary budget document that included a proforma for year-end 2023 and projected for 2024. She used a 3.2% increase for assessments and wages. She noted for 2023 that we appear to be under budget in labor and over in operations. There was a lot going on this year. The \$30,000 budgeted for the canal study has not been spent as JUB is very busy. That grant will need to be extended. The 2024 budget will focus on continuing our work on SCADA and canal automation, safety, improvements and office storage. The board was in-line with this thinking. Bridgewater mentioned that she held labor at its current rate, thinking we can hold off hiring a permanent employee now, continue to use labor as needed, and use the funds to focus on improvements and automation. Board members agreed. Staff will work on the details and present a budget for consideration at the next meeting.

DECEMBER MEETING: The Chairman moved the December meeting and 2024 Budget meeting to Thursday, December 7 at 9 am.

OTHER BUSINESS

None.

ADJOURNMENT

With no further business, Chairperson Philippi adjourned the meeting at 11:22 am.

Signed:

Bev Bridgewater, Secretary

Attest:

Dalarie Philippi, Chairperson