

# WEST EXTENSION IRRIGATION DISTRICT

P.O. BOX 100 IRRIGON, OREGON 97844

PHONE: (541) 922-3814 FAX: (541) 922-9775

January 19, 2023

## **Organizational Meeting 2023**

### **Monthly Board Meeting**

Chairperson Philippi called the Board meeting to order on January 19, 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, Abe McNamee, Bob Mueller and newly-elected member, Von Studer; Board Secretary/Manager, Bev Bridgewater was available by Zoom; Administrative Services Manager, Lisa Baum; Field Superintendent, Ben de los Santos; Employees, Alan Svantonsky, Shara Weiss, Daniel Rector, Bob Schlosser; Reclamation Field Officer Manager, Chet Sater. Director Abe McNamee was not able to attend.

Introductions were made.

Chairperson Philippi welcomed the employees and asked if they had any comments for the Board or special needs for the crew. Svantonsky mentioned that they need a few things for the new shop with a hoist topping the list. There is a budget line item to help with new shop equipment. Discussion. He also talked about the need to gravel the canal roads. The Desert, Gattenbein area and upstream of Kurz were mentioned as high priority. More discussion. The crew thanked the directors for their wage increases.. Philippi reminded them to bring any concern or needs to Ben or Bev. If an issue is not adequately addressed, they can always come to a board meeting. The crew left at 9:20 a.m.

## **ANNUAL ORGANIZATIONAL BUSINESS**

**OATH OF OFFICE:** The following newly elected directors took their oath of office:

Division Three (Irrigon): Von Studer (three-year term)

Division Five (Boardman West): Dalarie Philippi (three-year term)

### **OFFICER ELECTION / APPOINTMENT:**

**CHAIRMAN:** Philippi asked for nominations for officers of the Board. Mueller nominated Dalarie Philippi to continue as Chairman. Studer seconded the nomination. With no further nominations, they were closed. A unanimous vote was cast thus electing Dalarie Philippi as Chairman of the Board of Directors.

**VICE CHAIRMAN:** Philippi asked for nominations for Vice Chair of the Board. Philippi nominated Vern Frederickson to continue as Vice Chairman. Mueller seconded the nomination. With no further nominations, they were closed. A unanimous vote was cast thus electing Vern Frederickson as Vice Chairman of the Board of Directors.

**SECRETARY:** In accordance with ORS 545.181 (b), Manager Bev Bridgewater was appointed as Secretary for the Board of Directors.

**RESOLUTION NO. 23-001: REGULAR BOARD MEETINGS FOR 2023 and ORGANIZATIONAL MEETING FOR 2024.** Discussion. Frederickson has a conflict on March 16. Mueller moved to adopt the Resolution, as amended. Second by Frederickson. Motion passed. The Board meetings will be held on the third Wednesdays except for March, which will be the 4<sup>th</sup> Wednesday. There will be no meeting in August.

**RESOLUTION NO. 23-002: AUTHORIZATION FOR BOARD MEETINGS TO BE HELD OUTSIDE THE WEID BOUNDARIES.** Frederickson moved to adopt the Resolution which allows the board to meet at location outside the district, such as the CID office that we currently use. Mueller seconded. Bridgewater pointed out that this Resolution will stay in effect until changed, so won't need to be addressed each year. Motion passed.

**BANKING:** Baum reminded the Board where the District has its bank accounts. Studer moved to continue banking with Banner Bank of Oregon, the Bank of Eastern Oregon and Local Government Investment Pool (LGIP). Frederickson seconded. The signers on the accounts will be the five Directors, Dalarie Philippi, Vern Frederickson, Bob Mueller, Abe McNamee and Von Studer, and the Manager, Beverly Bridgewater, with two signatures required for checks. Lisa Baum is authorized to transfer funds and obtain information from the banks. Motion passed unanimously.

**AGENDA:** Chairperson Philippi asked for additions to the agenda. Mueller wanted to discuss trespass issues near Umatilla. This will be added to District business. Mueller moved to accept the agenda. Frederickson seconded. Motion passed.

## MONTHLY BUSINESS

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

**BILLS PAYABLE:** Mueller moved to approve the December accounts payable list in the amount of \$61,919.74. Frederickson seconded. Motion passed.

**FINANCIAL REPORT:** The Financial Report dated November 30, 2022 was reviewed and discussed. Baum went over the cash flow projected for the end of the year. Discussion.

**2022 PROJECTED YE & CASH CARRYOVER:** The Board reviewed a report of anticipated YE for 2022. Several items planned for 2022 did not happen. Bridgewater presented recommendations that cash be carried over from 2022 to 2023 where these projects will be completed and that several reserves be funded.

- 1) The communication tower behind the office. Estimated cost \$13,000. The District received \$6500 from insurance to help cover this cost. Carryover recommended is \$6500.
- 2) The District did not work on its WMCP in 2022 although budgeting \$20,000 in several line items for this work. There is also an excess in telemetry funding for 2022 that could be carried over to help with the Canal study grant in 2023. Carryover recommended for the WMCP and Canal Study is \$30,000.
- 3) She recommended the conservation reserve be funded for \$5,000. This is done annually, but we weren't sure if we would have the funds this year. She also recommended that we bring the Emergency Reserve funds to its contractually required amount of \$35,000 which would be adding \$16,985 to that reserve in 2022. Total used for reserve funding is \$25,139.

Frederickson moved to accept the Manager's proposal of \$25,139 to cash reserves and \$41,500 to be carried over to the 2023 budget. Mueller seconded. Motion passed.

## **REPORTS AND CORRESPONDENCE**

**OPERATIONS:** The Board had some questions and discussed several operational issues with Ben including the need for a Porta-Potty along the canal in Boardman, canal cleaning update, AIC crew update, and repairs on the dump trucks.

**ADMINISTRATIVE REPORT:** Baum gave updates on several administrative issues she is working on.

**CREDIT CARD:** Bridgewater pointed out that Baum will be doing more travelling this year as she is our representative on the OWRC Board. She recommends a second credit card for the District in Baum's name. Studer moved to authorize Lisa Baum to have a company card in her name. Frederickson seconded. Motion passed.

**IRRIGON WATER SAVINGS PROGRAM:** Baum reported on the program from 2022 and asked for it to continue in 2023. Discussion. Frederickson moved to continue the program in 2023. Studer seconded. Bridgewater stated that the funds come from the District's conservation reserves. During discussion, it was decided to keep the program for Irrigon folks only and to raise the amount of individual match to \$250 with a total of \$2500 currently authorized. The motion passed unanimously.

## **MANAGER'S' REPORT:**

### **WATERSMART GRANT RECEIVED/RELOCATION CANAL GATES:**

Bridgewater reported that the District got notice that they were approved for the grant that would help it purchase and install three automated gates in the Relocation canal. The contract won't be written until likely summer, so this will be a 2023-24 project. She noted that Sen. Merkley mentioned this in a press release and she attended his recent town hall meeting in Irrigon.

**RECHARGE POTENTIAL:** Frederickson brought up a recent conversation he had with Port of Morrow representatives about the possibility of WEID providing recharge to assist with nitrate issues in Irrigon and Boardman. Bridgewater had previously talked with the City of Irrigon Manager. If sites can be identified, we would sure want to work on a good plan. Discussion.

**SDAO DIRECTORS WORKSHOP:** The workshop was held in Hermiston yesterday. Philippi, Frederickson and Mueller attended. They thought it was worthwhile. They learned about the new laws relating to smoke and heat and wanted to be sure we had the policies in place and are keeping up on the training. Baum assured them we do and we have COLD weather policy as well. Discussion about having water available to the crew.

## **DISTRICT BUSINESS**

**VANDALISM CONCERNS:** Mueller reported there has been increased activity along the canal road off Powerline Road. Discussion. He will bring a plan to the next meeting. With all the new homes and new school planned above the canal, the activity will increase. Studer pointed out that any signs we put up should be in Spanish as well. Sater said he can get his folks into the schools. He can also get new signs.

**BUDGET 2023:** The Board had held a budget meeting last week. They reviewed and discussed the resulting 2023 Budget. It represented a 17.5% increase over last year, due to inflation and the increased cost of wages. Included in the budget is new programming for the telemetry gates, new communication tower, purchase of a new pickup, consultant costs for updating the Water Management and Conservation Plan (WMCP), and work on the canal study. The Board asked de los Santos to try to cut the overtime. We have an open position, but may try to hold off by using temps.

On the income side of the budget, the Board will carry over \$41,500 from 2021 for work not yet completed (mentioned above), we no longer have funds coming from BPA as that contract was terminated. After discussion, a 10% increase on O&M fees and all other fees was decided.

**RESOLUTION NO. 23-003 – 2023 BUDGET:** Frederickson moved to pass the budget as presented.. Mueller seconded. Discussion. Motion passed unanimously.

**RESOLUTION NO. 23-004 – CHARGES AND COLLECTIONS:** Frederickson moved to accept Resolution No. 23-004 that states the annual charges and fees and also the collections procedures. Studer seconded. Motion passed unanimously.

### OTHER BUSINESS

**RECLAMATION UPDATE:** Sater reported that Reclamation has vacancies in the Area Manager and Deputy Area Manager positions that they are trying to fill. They are working on the Area Manager position first with plans to hire in March or April. Then they will open the Deputy position.

There have been some trespass issues at Three Mile East and at Westland. We should keep gates closed and be observant. The fiber optics agreements with Windwave and others are ramping up and we should see the contracts soon. There are new things in the agreement, part of our discussion with Reclamation at the OWRC conference. He also mentioned a company from Colorado that called about using turbines in the canal to generate power. Reclamation is not interested in Phase 2, but the Districts may want to explore. Sater commented that once the water is in the canal, it is managed by the Districts, so the Tribal water right settlement won't have any effect on such a project.

**CITY OF UMATILLA:** They have contacted Sater about putting water in the canal east of Powerline Road. Bev has met with them and the District agrees to move this project forward. The City may want to pull some water out for use on the new houses going in above the canal. Brief discussion on this and other potential data center issues.

### ADJOURNMENT

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

Signed:

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

Attest:

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