

Arnold Irrigation District  
Annual Meeting  
Board of Equalization  
Monthly Board Meeting

January 14, 2025

The meeting was called to order at 3:00pm by Bob Schuur. Board members present were Bob Schuur, Jon Smith, Walt Warchol, Rob Rastovich, and Roger Fadness. Staff members present were Colin Wills, Chris Webb, Juanita Harvey, and Ashley Buckner. Also, present were Todd Peplin of the DSWCD (Deschutes Soil and Water Conservation District), patrons Mike Penhollow and Steve Keffer and the District's attorney Mark Reinecke.

1. BOB SCHUUR CALLED THE ANNUAL MEETING TO ORDER.
2. Bob Schuur who was elected as Board of Directors for Zone 5, and Jon Smith who was elected as Board of Directors for Zone 3 took their place on the board. Bob motioned to appoint Rob Rastovich as Director for Zone 4, Jon seconded the motion. The vote was unanimous in favor.
3. BOARD ORGANIZATION: Referencing the minutes of the January 9, 2024, meeting as required under ORS 545.181, the board of Directors agreed to meet on this day.
  - a. As required under ORS 545.181 (1), Jon Smith motioned to elect Bob Schuur as president, Roger Fadness as Vice President, and Walt Warchol as Secretary. Bob seconded the motion. The vote was unanimous in favor.
  - b. As required under ORS 545.181 (b), the board shall establish the time for the regular monthly meetings. After some discussion, Bob motioned to move the time from the second Tuesday of every month at 3:00 pm to every second Tuesday at 1:00 pm. . Jon seconded his motion. The vote was unanimous in favor.
  - c. As required under ORS 545.181 (c), the board shall establish, by resolution, the date of the next annual organizational meeting of the District. Bob motioned, and Jon seconded his motion to hold the meeting on January 13<sup>th</sup>, 2026, at 1:00pm. Jon seconded his motion. The vote was unanimous in favor.
  - d. As required under ORS 545.181 (d), the board shall establish the date of the next meeting as a Board of Equalization. Bob motioned to hold the Board of Equalization on January 13, 2026. Roger seconded his motion. The vote was unanimous in favor.
4. BOARD OF EQUALIZATION AND MONTHLY BOARD MEETING: At this time, the annual meeting adjourned, and the Board of Equalization and the Monthly Board meeting were called to order. The board will hear from patrons present regarding the assessment roll. No patrons were present regarding matters for the Board of Equalization. The Monthly Board Meeting was called to order. The Board of Equalization

and the Monthly Board meeting will run concurrently. If any patrons arrive during the course of the monthly meeting, the monthly board meeting will be suspended, and the Board of Equalization will be called back into session to deal with matters regarding assessments prior to continuing with the monthly board meeting.

5. APPROVAL OF THE DECEMBER 2024 BOARD MEETING MINUTES: Jon motioned to approve the minutes; Roger seconded his motion. The vote was unanimous in favor.
6. APPROVAL OF ACCOUNTS PAYABLE: Walt motioned to approve the accounts payable. Roger seconded his motion. The vote was unanimous in favor.
7. MANAGER REPORT:

- a. WATER REPORT: The Little Deschutes is 1/3 higher than normal. It has not been this high in years. Crescent Lake is 19% full, Crane Prairie is 103% full and Wikiup is 61% full. Wikiup is not usually this high. The melt off is expected to start approximately May 28, 2025.

Summit Lake's water equivalent is at 172% of the median, Crescent Lake is at 146%, and Irish Taylor is at 179%.

As of the 10<sup>th</sup> of January, Summit Lake snow depth was at 77 inches compared to 50 inches last year. The snow water equivalent was at 29.5 inches compared to 13.2 inches in 2024 for an average of 17.7 inches.

Irish Taylor's snow depth was 73 inches compared to 48 inches last year, and the snow water equivalent was 27.9 inches compared to 12.5 inches in 2024 for an average of 16.4 inches.

Cascade Summit's snow depth was 67 inches compared to 54 inches last year, and the snow water equivalent was 22.8 inches compared to 11.3 inches last year for an average of 15.2 inches.

- b. FINANCIAL REPORT: Canal Maintenance is down to 115% from last month's financials because of a payment that was made by the Ward family for the cultural study for the realignment through their property.

The percentage of budget categories through November are as follows:  
Operating Income – 87.71%, Admin Expenses – 88.24%, Canal Systems Expenses – 115.44%, Employee Expenses – 119.92%, Operating Expenses – 105.43%.

Fees collected were \$85,795 in 2024. This is the highest amount of fees collected since 2018 and 2019.

Walt requested that any money that was pulled out of the Modernization Fund to get us through the end of the year 2024 needs to be documented. We need to show the dollar amounts and what the money was spent on.

- c. MODERNIZATION PROJECT UPDATE: Colin and Chris are in conversations with David Prull about K&E's progress. Per David, K&E will start working on Saturdays. We need to be kept in the loop of their progress. Currently, they are at 1% completion of pipe installation. They need to get 160 feet of pipe in the ground each day. Currently, they are getting 140 feet in. They will improve with time. They may have to bring crew members in from other projects.

April 30<sup>th</sup> is the deadline for completion. This is based on change order time. Bob requested that David Prull come to the next board meeting. Next week we will receive a 3-week outlook from K&E. Bob requested a completion date at each meeting. Rob requested that we send weekly updates via email. Bob also requested an update of the project for the webpage. Chris and Colin will prepare the update and send to Bob and Jon to review.

Mike Penhollow left the meeting at 3:47 pm.

8. OPERATION MANAGER REPORT: Chris reported the following:

- a. We have completed the removal of all debris down at the flume for fire fuels reduction and protection.
- b. Canal cleaning has started to the east on the Sundance lateral with all willows and Brush being removed and hauled to the landfill.
- c. Niki Fisher from SDAO visited the district for a safety walk through at our facilities. This was done for risk assessment, and it was mandatory for all employees. We used this visit for the December safety meeting as we went over the risk of injury and AID's Hazard Communications Policy. The district received Niki's list of recommendations that need to be completed by March of 2025.
- d. Purchases of new safety equipment, including life vests to be used when working around water. Also purchased was a throwable flotation device for each district vehicle.
- e. Flume replacement parts for water season 2025 are as follows, 156" inch flume sections quantity of 15 at the cost of \$5,321.85 this includes \$1,200 in shipping.
- f. We have a visit to the Fire Department this week for fire extinguisher training.

9. OFFICE REPORT:

- a. Juanita continues training with Ashley.
- b. We are working on easement releases in the city limits to hopefully bolster our fees collected.

- c. To date we have received \$64,501.06 in 2025 assessments with \$27,568 for deposit tomorrow.
- d. Juanita has done all she can on collecting affidavits of consent from the Arrowhead Somerset + 6 patrons. There are only 2 patrons that haven't submitted a signed consent. Juanita sent an email to Jason Wick at Avion with the status and asked him to let her know when she should go ahead and send all of the paperwork to Gen Hubert at the DRC to begin the application process for the surface to ground water application.
- e. Juanita prepared the 2025 Charges and Collections Resolutions for signature by Bob which was approved at the December 2024 board meeting.

#### 10. OLD BUSINESS:

##### a. OWRD WATER REDUCTIONS:

- OWRD GRANT FOR PHASE 2: The grant application has been approved and signed. We are waiting on Josh Bailey at NUID (North Unit Irrigation District) to complete his portion of the application.
- i. PERSONNEL HANDBOOK: BLJ is working on the changes to the personnel handbook. Those changes include comp time for all employees and benefits for all part time employees. The handbook will also be updated to coincide with current Oregon employment laws.

#### 11. NEW BUSINESS:

- a. Walt brought up a few items he wished to discuss.
  - He wanted to ensure all payroll adjustments have been made for the employee increases. Juanita and Colin reassured him that Local Ledgers was given the current rates for payroll.
  - Walt also asked if performance reviews have been completed. They have not but all employees need to get those done as soon as possible.
  - Since the handrail at the flume was falling apart, Walt said he would sketch up a new design for a new handrail. The walk boards on the flume also need to be replaced.
- b. Colin and Jon will meet with Jeff England from Parametrix to get different values on the flume based on a variation of problems which may occur. This will help determine what the District's exposure is and will then help the District determine the replacement value.

12. OPEN FORUM: Todd Peplin of the DSWCD is working with the DRC on the Lundy lateral. The DRC has the funding in place. Todd's job is to be transparent with the patrons of that lateral. They are working on a cultural study and have finished probing. The DRC will supply additional engineering and contracting officers. Funding will expire June 30<sup>th</sup>, 2025. There will be a set of rules and regulations set forth of what can and cannot be done.

The DSWCD is now tax based, but they will not see any funding until December 2025. Since they are now tax-based, we will possibly be able to collaborate with them on future projects.

13. EXECUTIVE SESSION: There was no need for an executive session at this meeting.
14. MEETING ADJOURNEMENT: The meeting adjourned at 5:03pm.