

Arnold Irrigation District
Monthly Board Meeting

August 13, 2024

The meeting was called to order at 3:00 pm by Bob Schuur. Board members present were Bob Schuur, Walt Warchol, Jon Smith, Roger Fadness, and Rob Rastovich. Staff members present were Colin Wills, Chris Webb, and Juanita Harvey. The District's attorney, Mark Reinecke was present along with Jeremy Giffin, the Regional Watermaster, and Carolyn Sufit, Regional Manager from the local OWRD (Oregon Water Resources Department) and patron Steve Keffer.

1. APPROVAL OF JULY BOARD MEETING MINUTES: Jon motioned, and Roger seconded his motion to approve the July board meeting minutes. The vote was unanimous in favor.
2. APPROVAL OF ACCOUNTS PAYABLE: Walt motioned, and Jon seconded his motion to approve the accounts payable. The vote was unanimous in favor.
3. MANAGER REPORT:
 - a. WATER REPORT:

- i. A shut-off date for the season needs to be set. To date, AID has not pulled any storage. We can make it through the season but it is the Board's decision when they would like to shut off for the season for project construction to begin.

Bob felt we should run until at least September 30th. Jon felt the 30th should be the earliest but we could run later depending on the installation schedule and bid process. Colin stated that the weather in the winter could delay the project. Steve Keffer asked if we irrigated until October 1st, hopefully with spring rain, we can keep the project going longer in the spring.

There are about 10 days of work the District needs to complete before construction begins. We can run until the 30th, possibly even the 15th of October. The construction bid will dictate when we start irrigation season in the spring of 2025. Rob felt that we should allow as much time as possible for construction.

Jon asked if we could ask Kevin if we could give the contractors 2 dates for start for bidding.

Bob motioned to shut off on September 30th, and then turn ON either the 15th or 30th of April. Rob seconded his motion. The vote was unanimous in favor.

Jon requested that we have as a part of the bid, 2 dates. Shut off on September 30th with turn on April 30th, and shut off on September 30th with turn on April 15th or depending on construction completion.

b. FINANCIAL REPORT: Colin reviewed the financials with the Board.

c. MODERNIZATION PROJECT UPDATE:

i. LESSONS LEARNED: If we run into problems again as we did in Phase 1, what are the lessons learned? What we need to do, etc. Bob will put notes in and update the Board.

d. WATER MARKETING REPORT:

i. AVION WATER LLC – SOMERSET & ARROWHEAD +6: 8 patrons haven't responded; 3 need more supporting documentation. Juanita spoke with Jason Wick today, and he stated he was okay with whatever date we decided would be the cut off date. If I wanted to try a little longer to get in touch with these last few patrons, he was okay with that.

4. OPERATIONS MANAGER'S REPORT:

Chris reported that the maintenance projects for the end of the season are mostly cleanup.

There is the flume liner project & replacement of flume sections which should be done before the snow comes. Before liner goes in, the flume has to be thoroughly cleaned, sealed and primed. The goal is to get 1000 feet of liner in before the snowfall.

Any delivery and canal maintenance which needs attention.

The automatic fish screen is on it's last leg. We may have to tear it out and rebuild it.

The OWRD measurement stations will now be at the river after Phase 3 and 4. This will be completed within the last few days before the end of this irrigation season. Another cultural study will be completed for OWRD and their equipment for being placed in the new area.

New cameras are required, along with new staff gauges, a transducer, and a catwalk.

An application will be submitted for an SDAO safety and security grant to help with the money needed to pay for more railing at the headworks.

There is a lot of work that needs to be completed during maintenance season. During Phase 2 of the piping project we will ask the contractor to do the delivery connections.

We are meeting with a Washington company regarding their meters which we hope to install in Phase 2 to all deliveries. If we can accomplish this, we will be the most advanced district in

the state. We would be able to drive to within 100 feet of each delivery and read the meter. In a few years we will also be able to read the meters from the office.

Rob left the meeting at 5:37 pm.

A compressor is needed to help with blowouts for the piped section. We can purchase one right now for \$19,000 with 500 on it. Chris will order as soon as possible.

Roger left the meeting at 5:38 pm.

Colin reported that a person who lives at the area where we drive to access the headworks has been troublesome and is in conflicts with law enforcement. While the authorities were present, we removed the gate to the property and brought it to the office. Once the conflict has been resolve and the new owners have the power restored to the gate, we will return the gate and re-install.

5. OFFICE REPORT:

- a. ASSESSMENTS: There is \$13,333.11 owing from 11 patrons. Juanita inquired with the board about a patron who was suffering from cancer and her main concern right now are her medical bills. She doesn't know how to pay her assessment. Could we forgive her fees and interest? Could we grant her a hardship consideration? If she calls, ask her to put in writing what her request is in writing. We would have to keep interest and fees on her account per ORS 545.496.1.
- b. EASEMENT ENCROACHMENTS/RELEASES: Juanita just completed an easement release for a property receiving \$10,139.00 for the release.
- c. REMNANT PARCELS: We paid out \$3,750.00 for the quitclaim of 5.00 acres of water rights back to the District from a remnant parcel.
- d. OFFICE PERSONNEL: We are in the process of beginning to search for an office employee as an office assistant.
- e. ELECTIONS: The following Zones are up for election at this year's November election.

Zone 5 is up at the end of the year 2024. Zone 3 is up at the end of the year 2024. Zone 4 is up at the end of year 2024 but is up for another 2 years of the 3 year term. Zone 1 is up at the end of the year 2025 as well as Zone 2.

6. OLD BUSINESS:

- a. OWRD – JEREMY GIFFIN & CAROLYN SUFIT – CERTIFICATE NUMBERS: Carolyn and Jeremy are hoping to have an internal discussion with OWRD (Salem office). The District took the numbers we had from the SIP (System Improvement Plan). The OWRD

isn't using the same numbers. OWRD will have a meeting regarding the certificate numbers on Thursday, and they would have more concrete numbers the week after.

Jeremy & Carolyn left at 4:55 pm.

- b. STRATEGIC PLANNING: Bob was reminded of Juanita's move out of State and was wondering how we were doing on finding an office assistant to take over her office tasks after she moves. It is part of the Strategic Plan. Roger and Bob will meet with Chris and Colin to discuss the Strategic Plan further.

7. NEW BUSINESS:

- a. PERSONNEL POLICY MANUAL: Changes need to be made in the future regarding part-time and full-time employees and benefits. The policy needs to be more descriptive.
8. OPEN FORUM: Steve Keffer inquired about Steve Johnson and if he was still on the payroll. Colin stated that he is involved only to the extent of finishing up on some projects that he had started and had more involvement in than Colin.

Steve Keffer also felt that the hole at the outlet to the main canal pipe should be covered up because he felt it was a safety issue. He requested the District to put a cover on it because someone could get hurt.

Mark Reinecke brought up the Phase 2 easement rights which Garrett is working on. They are working on an analysis of the easements through that area.

Mark also stated for the Board's information if a board member has a potential conflict, the board member must state the conflict before discussing or voting. If it is an "actual" conflict, the board member must declare the nature of the conflict and not participate in the discussion or vote EXCEPT when the member's vote is needed for a quorum. In that situation, the board member may vote but still cannot participate in the discussion.

Steve Keffer left the meeting at 6:04 pm.

9. EXECUTIVE SESSION: There weren't any items that needed discussion in executive session.
10. ADJOURNMENT: The meeting adjourned at 6:07 pm.