

# WEST EXTENSION IRRIGATION DISTRICT

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October 20, 2014

## **Monthly Board Meeting**

Chairperson Philippi called the meeting to order on October 20, 2014 at 9:07 a.m. at the Irrigon Fire Hall located at 705 N. Main St. in Irrigon. Those in attendance were: Board members, Dalarie Philippi, Abe McNamee, and Vern Frederickson; Board Secretary/Manager, Bev Bridgewater; Operations Manager, Ray Akers; Directors Bob Mueller and Warren Kemper were out of town and unable to attend.

**AGENDA:** Chairman Philippi approved the agenda.

### **MONTHLY BUSINESS**

**APPROVAL OF MINUTES:** Frederickson moved to approve the minutes of the September 2014 Board meeting. McNamee seconded. Motion passed.

**BILLS PAYABLE:** After review, Frederickson moved to approve the September accounts payable list for the amounts of \$78,116.74. McNamee seconded. Motion passed.

**FINANCIAL REPORTS:** The financial reports were reviewed.

### **REPORTS AND CORRESPONDENCE**

A written Managers report is attached to, and a part of these minutes.

**OPERATIONS REPORT:** Knapp Street project will be completed in two more days. The HDPE for the Irrigon Pipe Project's crossing of Columbia Street at the Huke Station will be here next week. Project discussion.

**OFFICE REPORT:** One property to be sent back to the attorney for collection. Discussion. The Board directed Bridgewater to contact the landowner to see about giving up the water rights on the property, which would pay off the bill.

**MANAGER'S' REPORT:** The written report was reviewed and discussed.

**PROJECT TIMELINE:** Information on the past three years District improvements – budget vs actual and the years that the work was done – was distributed. Winter

project are often done over two years budget since the timeframe for the work is October to March. The handout showed that the materials needed for the Irrigon Pipe Project will be \$80,422 in 2014 and \$72, 140 in 2015. This will complete the replacement of the 26-inch steel pipe from the “pit” at 4<sup>th</sup> and Washington south to Hwy 730. The road crossing under Hwy 730 will be examined to see if we can push another pipe under during the project.

**IPS SCREEN PROJECT:** The pumps will be pulled in the next month by Layne Pump. They will give us a quote on extending the pump shafts for the new screening facility. We will inspect the 36-inch penstock to assess its condition and make plans for repair, replacement, as necessary. We should have all costs for our part of the project by the December Board meeting.

**CTUIR PROTOCOL FOR MODELING REVIEW:** The Board has received a copy of the letter sent to the CTUIR with our signature on the modeling protocol. It was sent by e-mail earlier this month. The District hydrologist, John Koreny, has received the model and will do his review this week. We have until Nov. 30 to submit our comments.

## DISTRICT BUSINESS

**DIRECTOR ELECTION:** One petition was received for the Director One election. A certificate of election has been prepared for Robert “Bob” Mueller. Frederickson moved to accept the declaration of election for the single candidate and that Bob Mueller be declared elected to the three year term. McNamee seconded. Motion passed.

**NOBLES REQUEST TO CONTINUE FLOOD:** The Board reviewed the letter from Nobles and the District’s response. District policy is to eliminate flood when a lateral is replaced and the lateral serving Nobles will be discontinued for the 2015 year. They directed the District letter to be sent to Nobles affirming the District’s position.

**VEHICLE USE POLICY:** The current policy was reviewed with changes. The board discussed transporting of work crews to the site. The least costly way is to follow the policy and pay the mileage rate to an authorized driver and vehicle. Frederickson moved to approve the vehicle policy as changed. McNamee seconded. Motion passed.

**PHONE POLICY:** A phone policy was reviewed. This would clarify that the District will provide hands free devices to our crew and they need to follow State laws regarding use of a cell phone while driving. Frederickson moved to adopt the policy. McNamee seconded. Motion passed.

**TOOL POLICY:** The District requires employees to provide hand tools needed for their job. There has not been a written policy and this would provide one. It states the minimum tools required plus asks for an inventory from the employee as to what tools they are carrying in their assigned vehicles. Frederickson moved to adopt the Tool Policy. McNamee seconded. Motion passed.

**METER ACCESS:** The District reviewed the meter policy, specifically where the policy states that access for the District to the meters shall be provided. There are approximately 20 – 25 places in the District where the meters are fenced, creating a safety issue for the employees. McNamee moved to contact the meter owners letting them know they will need to assure that access to the meters is provided prior to taking water for the 2015 season. Frederickson seconded. Typically, the meter is within an irrigation easement, or just off, so a gate should be installed. The District will put its lock on the gates. Ray will work with each landowner to let them know what is needed. Motion passed.

**BUDGET MEETING 2015:** The Board will use the November meeting as both a Board and a Budget meeting. It will go from 9 am – 1 pm at the Irrigon Fire Hall.

**ANNOUNCEMENT – JOHN KEY PARTNERSHIP DINNER:** The Reclamation employees will return Nov. 4 & 5 for the second part of the John Keys Partnership program. There will be a dinner for Board directors and guest with the group on Tuesday, Nov. 4 at 6 pm. April Snell, Executive Director of OWRC will be the speaker for the dinner.

## ADJOURNMENT

With no further business, Chairperson Philippi adjourned the meeting at 10:15 a.m.

Respectfully submitted by: Beverly J. Bridgewater  
Secretary to the Board of Directors