

# WEST EXTENSION IRRIGATION DISTRICT

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September 25, 2015

## **Monthly Board Meeting**

Chairperson Philippi called the meeting to order on September 25, 2015 at 8:10 a.m. at the Irrigon Fire Hall located at 705 N. Main St. in Irrigon. Those in attendance were: Board members, Dalarie Philippi, Warren Kemper, Bob Mueller Abe McNamee and Vern Frederickson; Board Secretary/Manager, Bev Bridgewater; Operations Manager, Ray Akers; Office Manager, Lisa Baum.

**AGENDA:** Chairman Philippi accepted the agenda as prepared with the exception of adding discussion on district delivery policies, proposed under Resolution No 15-011. This will be in the Manager's Report.

### **MONTHLY BUSINESS**

**APPROVAL OF MINUTES:** Frederickson moved to approve the minutes of the July 2015 Board meeting, with identified modifications. McNamee seconded. Motion passed.

**BILLS PAYABLE:** After review, Mueller moved to approve the July accounts payable list in the amount of \$157,855.06 and the August accounts payable list in the amount of \$119,167.80. McNamee seconded. Motion passed.

**FINANCIAL REPORTS:** The financial reports for the period ending August 31, 2015 were briefly reviewed. There will be discussion when the Board reviews the proforma budget later in the meeting.

### **REPORTS AND CORRESPONDENCE**

#### **OFFICE MANAGER REPORT:**

**PATRON WATER SHUT-OFFS:** The Board has requested discussion about the patron water shut-offs for non-payment. A handout showing the number of customers owing from three previous years at the end of April, May and June was handed out as part of the review. For 2015, shut-offs occurred in July and August and information on those shut-offs was distributed. Bev, Lisa and Ray outlined the procedures for shut-offs. Discussion. There is no reason for an advance notice to go out as long as we are clear in our newsletter that shut-offs will occur. A procedure was outlined that could occur in May that would involve the ditchrider reviewing

these delinquent parcels to determine if they are or are not irrigating. Then either a door tag reminder to pay their bill would be left or their valve would be shut-off with a notice and a \$20 fee. The board directed that shut-offs occur as close to start-up as possible with the month of May being the target.

**RESOLUTION NO. 15-009 – WILSON FORECLOSURE 4N2514 TAX LOT 1901:** Wilsons owe from the 2013 power bill and have not made a payment since July 2013. The bank has taken the property. Lisa has notified of three pending short sales over the last year. Two fell through and one is in process. She would like to have the Board's approval to file legal proceedings if this sale falls through. Discussion about when we need to move from collection attempts to legal and foreclosure action. Lisa explained that once the legal action begins, in many instances such as this one, the bank will pay the past fees. Frederickson moved to accept Resolution No. 15-009 which authorizes legal and foreclosure proceedings to begin on 4N2514 1901. McNamee seconded. Motion passed.

**RESOLUTION NO. 15-010 – POMEROY FORECLOSURE 5N2623C TAX LOT 1100:** Pomeroy owes money from 2013; has been on two payment plans since then and has not kept the payment plans. The County has advertised foreclosure for the property with today being the last day to pay before foreclosure (and start of the redemption period). Lisa recommends that we redeem the property from the county by paying the county taxes, then proceed to foreclosure. If the county takes their proposed action, it forecloses the District's interest in the property. Discussion. The amount owed to the county is about \$2800 and Pomeroy owes us about \$3000 currently. Mueller moved to adopt Resolution No. 15-010 which authorizes the District to begin foreclosure action and moved to pay the County taxes in order to redeem the property. McNamee seconded. Motion passed.

Lisa reported that nominating petitions are available at the office. She left the meeting at 9 am.

## **OPERATIONS REPORT:**

**SYSTEM SHUTOFF DATES:** Ray spoke with several growers about shutting off water the end of September. They generally reported that they would rather pay a little more in a special assessment than not have the water. Thus, the main canal will be shut-off October 21. The Irrigon system will be shut-off October 14.

**NEW HIRE:** Neila Coffman has been hired as ditchrider/maintenance (officially System Operations Tech I). She replaces Derek Harrington who took a job with the City of Umatilla. Neila worked for the district this summer focusing on regulations, customer service and serving as a relief ditchrider.

**DUMP TRUCK:** Ray reported that work is being done on the dump truck getting it up to ODOT standards. Dan Huxol has been doing the maintenance work. He found that the fan hub has a leak. Replacing it means a whole new fan hub and wiring for

a cost of \$2000. The box on the truck needs work to pass inspection. Major reconstruction on the box is needed; it cannot close securely, leaving a gap. Discussion. Warren asked if we spent the \$7000 to make the truck whole, would it be dependable? Ray surmised that it would for now; the tires are good and the truck generally runs well. Discussion about whether to replace the truck. The Board directed Ray to use it “as is” for now and look for options - do some research on a used box or even a truck. It is important to have a 10-12 yd. box. Funding for such repair or replacement would come from the equipment reserve.

**LATERAL INSPECTION:** We plan to work on the Boardman laterals this season, addressing delivery problems and easement issues. We have an inspection form that will be used for both District laterals and landowner ditches. Customers will be contacted to repair the private ditches running through their property. Discussion. What if a landowner does not do the necessary work? Bev explained that a private owner is required to maintain and repair the ditch on their property under state law (ORS 545.287). If they don't, the District can assure the work is done and bill costs back the landowner.

**REFFETT METER:** The Board reviewed the engineer's report (Alex Fazarri from JUB) regarding the meter size for the Reffett delivery. Mueller moved to install a 4-inch meter on the new 8-inch delivery line. Abe seconded the motion. Discussion. This would be in compliance with District standard procedures for an 18.4 acre parcel. Motion passed by unanimous vote. The installation will occur prior to start-up for 2016.

**FALL/WINTER PROJECTS:** In addition to the work mentioned above, these project will be done:

- Reline the 30-36-inch penstock and manifold at the Irrigon pump station
- Install a new drain in the main canal near Three Mile Dam.
- Work on the road into Three Mile Dam, just off Powerline
- Lateral 5 and 7 project
- New screen for the McGraw pump station in Boardman
- Canal road work off Patterson Ferry Road

**MANAGER'S' REPORT:** A written report was distributed to the directors and is attached to and a part of the minutes. The report was reviewed and discussed.

**BMP LANDOWNER MATCH:** Last meeting, landowner contributions to the piping in Boardman were discussed. Bridgewater stated that the District raised its rates by \$5 per acre in 2015 for lateral piping. That, with the requirement for deliveries to be metered, is the landowners' contribution. This matches what has been done for the main canal concrete work started in 2003 and the Irrigon pressurized project. The district patrons are “all in” for any project.

**CITY OF UMATILLA:** The Board discussed the City of Umatilla's interest in delivering industrial water to WEID via the Phase I canal (see Manager's report).

**NOWA:** The Board asked questions about Northeast Oregon Water Association. They are concerned that a membership meeting has not yet been held. Should they continue membership with this group? JR Cook, Executive Director, will be asked some questions and will likely attend a future meeting.

## **DISTRICT BUSINESS**

**WATER UPDATES:** Updates on water used through August 31 and projected through the end of the season were in the Board packet. They were reviewed.

**PROFORMA BUDGET:** A proforma budget providing estimates for year-end based on anticipated income and expenses, was distributed. It was reviewed and discussed. The District anticipates \$265,000 for conjunctive use pumping, which is \$100,000 over budget. Manager ecommendations and discussion:

Move \$12,000 from IPS pump maintenance to conjunctive use. The IPS pump maintenance would still be done, but use SDAO Flexlease loan funds.

Move \$13,000 from weed control to conjunctive use.

Move \$21,000 from legal fund to conjunctive use.

This leaves \$54,000 needed to cover conjunctive use pumping for 2015.

Improvement line item will be increased by \$32,000 with \$14,000 from labor and overhead, \$12,800 from over-estimating the flexlease loan repayment for 2015, and \$5200 from main canal repairs.

McNamee pointed out that we have 24-inch pipe to sell that will give us more funds for improvements. The pipe and tees are valued at \$14,777.

**2015 PUMPING SURCHARGE:** Mueller moved for a special assessment to cover the pumping surcharge in the amount of \$5 per acre with a \$10 acre minimum. McNamee seconded. Discussion. Kemper is concerned about the small users. The minimum affects them more. Bridgewater explained the costs for preparing the billing, the newsletter and mailing need to be recovered by the District. Philippi pointed out the \$10 minimum matches what we did in 2014. We could not have anticipated the cost for this year's conjunctive use. Farmers would rather pay a "normal" fee for the annual assessment and be charged for the overage of pumping costs (in a surcharge) than pay a larger cost upfront that may not be needed.

Philippi stated that it is important to spend the money where it is allocated. Moving money around may leave us lacking in another part of the budget (main concern was moving the \$21,000 from legal to conjunctive use which would limit the use of a hydrologist for this year.) McNamee pointed out that there was an 8% power increase letter sent out by UEC for 2016. With this and weather projections for 2016, the increased cost of pumping will remain an issue for the District.

The Board voted on the motion. It passed with four ayes and Kemper voting nay.

**RESOLUTION NO. 15-008 – PUBLIC MEETING AND RECORDS POLICY:** The Board has reviewed the policy, which was mailed to them in August. Mueller moved to adopt the Resolution which adopts the policy. McNamee seconded. Motion passed.

**2014 DISTRICT AUDIT:** Postponed to the October Board meeting.

**DISTRICT ELECTIONS:** The terms for Directors of Divisions Two and Four, currently held by Abe McNamee and Vern Frederickson, expire at the end of this year. In accordance with State Irrigation Statutes, the district will hold an election on Tuesday, November 10. Candidates for the positions need to have their completed petitions in by the end of business on Tuesday, October 6, 2015. The positions have been noticed in the Heppner Gazette and Hermiston Herald.

### **OTHER BUSINESS**

**DELIVERY STANDARDS:** Bridgewater distributed a draft resolution that outlined delivery standards for the District. It is based on the current standards of 8.5 gallons per minute (gpm) per acre for sprinklers and 4.5 cfs for 40 acres for a 24-hour time frame for flood. Currently, the flood is at every other week, with a few exceptions in Irrigon. Discussion. During this season, the crew found many irrigators that said they were “grandfathered in” and/or were not able to get their systems into compliance. She and Ray recommend that the Board reestablish the delivery standard, requiring everyone to be the same. Without this, the crew cannot be effective in managing the water as customers always have a “story”. Discussion. Philippi thought there should be a hardship variance and it could be temporary. She also wondered about the flood part of the standard. There will be more work done on the standard based on discussions today. It will be reviewed and put on the agenda for adoption at the October Board meeting.

### **ADJOURNMENT**

With no further business, Chairperson Philippi adjourned the meeting at 10:45 a.m.

Signed:

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Bev Bridgewater, Secretary

Attest:

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Dalarie Philippi, Board Chairperson