

WEST EXTENSION IRRIGATION DISTRICT

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October 17, 2024

Monthly Board Meeting

Chairperson Philippi called the Board meeting to order on October 17, 2024, at 9:00 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, Von Studer, Bob Mueller, and Abe McNamee; Board Secretary/Manager, Bev Bridgewater; Administrative Services Manager, Lisa Baum.

AGENDA: Chairperson Philippi asked for additions to the agenda. Mueller moved to accept the agenda as presented. Frederickson seconded. Motion passed.

FLOOR BUSINESS

There was no floor business.

MONTHLY BUSINESS

APPROVAL OF MINUTES: Mueller moved to approve the minutes of the September Board meeting. McNamee seconded. The motion passed.

BILLS PAYABLE: The Board reviewed the bills payable report from September. Mueller moved to approve the bills payable list in the amount of \$145,572.12. Frederickson seconded. Discussion. The motion passed unanimously.

FINANCIAL REPORTS: The financial reports for the period ending September 30 2024, were reviewed.

REPORTS AND CORRESPONDENCE

OPERATIONS REPORT:

The Board reviewed a report prepared by Baum showing the KWH used and cost of power for the District booster stations for the past three years. Discussion.

RR BRIDGE OVER CANAL AT RR CULVERT: The bridge owned by the Union Pacific Railroad over the main canal failed. The federal government has a contract

with the railroad for the canal. The railroad will rebuild its bridge after the irrigation season. Discussion. UP has asked for bridge standards.

ADMINISTRATIVE REPORT

A written report was provided to the Board and is part of the meeting minutes. The report was reviewed and discussed.

LAND PURCHASE FROM THE CITY OF IRRIGON: As discussed and directed at the September 21, 2023 Board meeting, the District has been working with the City of Irrigon to acquire land behind the office to build a records storage facility. Lisa has been working with City officials regarding the purchase and land use changes needed. An update was provided in her written report. Frederickaon made a motion to appoint Director Von Studer to act on behalf of the Board in the transaction, as needed, and to sign any documents related to the purchase and land use changes. Mueller seconded the motion. Motion passed by unanimous vote.

MANAGER'S' REPORT

A written Manger's Report was provided to the Board and is part of the meeting minutes. The board reviewed and discussed the report.

DISTRICT BUSINESS

2023 AUDIT REPORT: The board received the audit report at the last meeting. Discussion. Frederickaon moved to accept the 2023 audit report as presented. Mueller seconded. The motion passed unanimously.

METER POLICY: Bridgewater reminded the Board how the power bills were calculated for landowners with non-working meters on the pressurized systems. No changes to the current policy were recommended.

BOARD TRAINING: A video prepared by Special Districts Association of Oregon (SDAO) about Public Meeting Law was shown. Discussion

PUBLIC MEETING POLICY: The Board reviewed changes to its Pubic Meeting Policy, recommended by SDAO. Frederickson moved to approve the recommended policies and direct the appropriate changes be made to the District's Policy Standards for Public Meeting and Public Records. Mueller seconded. Moton passed.

DIRECTOR TERMS AND ELECTION: Nominating petitions for the three open positions were due October 8, 2024. One candidate filed for Division One (Bob Mueller) and Division Four (Vern Frederickson). No candidate filed for Division Two (Abe McNamee currently serving).

MOTION: One petition was received each for the Director Division One (two years remaining on term) and the Director Division Four (three-year term). Certificates of election will be prepared for Bob Mueller and Vern Frederickson. McNamee moved to accept the declarations of election for the single candidates and that Bob Mueller and Vern Frederickson be declared elected. Studer seconded. Motion passed.

DIVISION TWO: The Division Two Director term will be up in January. McNamee indicated he would accept an appointment.

EXECUTIVE SESSION

An executive session was called by Chairman Philippi in accordance with ORS 192.660 (2) (e) at 9:45 s.m. The executive session was concluded at 9:53 a.m.

OTHER BUSINESS

BUDGET MEETING: The Board reviewed and discussed the 2025 proposal prepared by Manager Bridgewater. Budget highlights:

- 1) No excess cash carryover from 2024
- 2) 2.5% increase, based on COL for 2024. This is mainly reflected in fees and wages.
- 3) Bridgewater hours reduced, thus decreasing her wages. Merit increase for Baum.
- 4) Addition of ditchrider (in 2024, these funds went to SCADA upgrade), reduction of seasonal help.
- 5) Differences in operations from 2024 to 2025 is mainly the decrease in funds due to SCADA work done in 2024.
- 6) New pickup for 2024 – ¾ ton. This retires the 1-ton pickup,, but keeps the flatbed in daily service. The new employee will need to drive Truck No. 8 until the new pickup arrives.

Operational issues were discussed:

- 1) Cleaning of main canal. The sweeper-brush attachment idea was discussed. McNamee and Bridgewater both concerned about damage to the concrete liner. McNamee thinks a Gradall may be a better option. Bridgewater has contacted Rowand Machinery (now Pape) to see if a used excavator or Gradall becomes available.
- 2) Leak through the wall of the concrete under the 4X4 building started this season. It is a leak through the “seam” of the concrete that is slowly being eroded, so will need to be addressed. Discussion.
- 3) Discussion of old, not-being-used equipment and vehicles.

MOTION: McNamee moved to declare Pickup No. 2 (the one-ton with utility box) and the firetruck as surplus. Studer seconded. Discussion. This adds to the surplus

previously for pickup No. 9 and the old Ford mower. The Board would like these items to be disposed of. Motion passed.

2025 PROPOSED BUDGET: There were no changes proposed for the budget presented. Bridgewater recommends they look at the annual fees, which she will bring to the next meeting and address adopting the budget at that time.

ADJOURNMENT

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

Signed:

Bev Bridgewater, Secretary

Attest:

Dalarie Philippi, Chairperson