

January 14, 2020  
Arnold Irrigation District  
Annual Board Meeting  
Board of Equalization  
Monthly Board Meeting

1. Matt Steele, Board President submitted his resignation on December 17, 2019. Bren Hirschberg, Vice-President called the annual meeting to order at 3:05 pm. Board members present were Bren Hirschberg, Walt Warchol and Bob Schuur with Rob Rastovich on the conference phone. Office staff members present were Colin Wills and Juanita Harvey. Also present was Mark Reinecke, the Districts attorney, Stephanie Russo from the NRCS and patrons Steve & Rena Keffer.

Since the board position was vacant for Zone 3, Bren suggested that the staff send out an email to all Zone 3 patrons regarding the position. Hopefully, there will be some interest from patrons in that zone and the board can decide on a new board member at the February board meeting.

2. ANNUAL MEETING BOARD ORGANIZATION: Referencing the minutes of the January 8, 2019 meeting as required under ORS 545.181, the Board of Directors agreed to meet this day.

- a. As required under ORS 545.181(a), the board shall elect a president and vice-president from their number and appoint a secretary, who shall hold office during the pleasure of the board. Since Bren is currently in the Vice-President position, he volunteered to take the President position. Bob seconded that motion and the vote was unanimous in favor.

Bob volunteered for the position of Vice-President. Rob seconded his motion; the vote was unanimous in favor.

Since Colin is new in the management position, the board felt they would have one of the board members hold the Board Secretary position. Bren voted to appoint Walt as Board Secretary. Rob seconded his motion. The vote was unanimous in favor.

- b. As required under ORS 545.181(b), the board shall establish the time for regular monthly meetings of the board. Bob motioned to keep the monthly board meetings on the 2<sup>nd</sup> Tuesday of the month at 3:00 pm at the District offices. Walt 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 organization meeting of the district. Also, as required under ORS 545.181(d), the board shall establish the date the board shall next meet as a board of equalization. Bob motioned and Walt seconded his motion to schedule the

annual meeting and the board of equalization meeting on Tuesday, January 12, 2021 at 3:00 pm at the District offices. The vote was unanimous in favor.

At this time Bren called to adjourn the annual meeting.

3. BOARD OF EQUALIZATION & REGULAR MONTHLY MEETING: The board will hear from patrons present regarding the assessment roll. If no patrons are present for matters regarding the Board of Equalization, the Regular monthly meeting will be called to order. The Board of Equalization and the regular monthly meeting will run concurrently. If any patrons arrive during the monthly meeting, the board President will suspend the regular monthly meeting, calling the Board of Equalization back in session to deal with matters regarding assessments prior to continuing with the monthly board meeting.

Bren called the Board of Equalization meeting to order. There were no patrons present to discuss matters regarding the Board of Equalization. Bren called the regular monthly meeting to order.

4. APPROVAL OF DECEMBER BOARD MEETING MINUTES: Bob motioned, and Walt seconded his motion to approve the minutes with changes as noted by Colin and Mark. The vote was unanimous in favor. Changes noted were the 2<sup>nd</sup> paragraph of 4.a. should be "4%" not "5%" and in 4.d. change the 1<sup>st</sup> sentence to read, "Per Mark portions of these new requirements do not technically go into effect until November 2020".

5. APPROVAL OF ACCOUNTS PAYABLE: Walt motioned, and Bob seconded his motion to approve the accounts payable. The vote was unanimous in favor.

6. REPORTS:

- a. MANAGER'S AND FIELD SUPERVISOR'S REPORT: A copy of the draft revised employee handbook was handed out with the board meeting packet. Colin asked if the board could review the handbook and make any changes and ask any questions so that we could hopefully adopt the draft as our newly revised handbook at the February board meeting.

A copy of the cyber liability quote was also in the board packet. With so much work being done electronically, cyber insurance is recommended. This policy would need to be approved by the board. The premium for this \$1,000,000 policy would be \$1,333/year with a \$1,000 deductible. Further explanation was needed regarding deductibles and coverages. The cyber liability coverage was tabled for another month until Mark and Colin had time to research further. Bob requested that the expanded policy language be forwarded to him for review.

SDAO has a local contractor who can hold the Board Practices Assessment for the District. He has available dates from May 11 through the 15<sup>th</sup>. There is a monthly board meeting scheduled for May 12<sup>th</sup>. He could come prior to the board meeting so that it wouldn't have to be scheduled for another day. The Board members will check their schedules and get back with Colin.

Colin moved on to discuss the financials. As of 01/14/2020, the checking account has \$37,234, the operations account has \$142,166, the water fees account has \$137,349 and the emergency reserves account has \$154,486. This month there is \$110,000 in accounts payable. In a couple of months, we will be able to move the balance of money not spent in 2019 in the operations account into the Emergency Reserves account. In the next week or two we will have the year end financials. Colin will email those to the board.

The snowpack is similar to the snowpack last year at this time.

There is a stock run scheduled for January 19<sup>th</sup> through the 24<sup>th</sup>. The river levels are still very low and there is a lot of snow and ice in the canal. It may be very difficult to get water to the ends of the laterals. Colin suggested running about 10 to 15 cfs of water every day through the canal to cut a path through the canal. The board said they would be interested in seeing the process and the canal during a stock run. Colin would be able to take them out for a tour during the stock run which would take about 2 to 3 hours.

Colin informed the board that he hired Matt Maurer as the new Field Supervisor, and he will be attending the meetings starting February and giving the Field Supervisor report. So far, he is doing well in the position.

The alarm system at the headworks needed a new part. This part was ordered and will be here and installed before the stock run.

The cleaning of the Main canal is complete, and any sink holes found have been repaired. The fish screen PLC and the motor was replaced. The drains at the DWC boxes were cleaned out. A new head gate and weir was installed at one of the Pape properties.

Several repairs were made to the excavator. The fuel injector and hydraulic leak were repaired, the bucket pin assembly was repaired and the rams on the front boom were rebuilt.

The dump truck repairs which were needed to pass DOT annual inspection were made and the truck passed inspection. Overall, the truck runs much better after all the repairs. \$4,000 was spent to meet the DOT standards.

Matt and Max will be taking their written CDL test in the first week of February. Then they have 2 to 3 weeks to take the permit test for their CDL.

As suggested by Wes at Price/Fronk, a meeting should be scheduled with Price/Fronk, Local Ledgers and Colin and Juanita at the beginning of the 2020 year. We have a tentative appointment for February 1<sup>st</sup>.

We posted a 24-hour notice to enter the district house to inspect the furnace filter and do a quick inspection of the house. While Max was there, the tenant said there was mold in the front bedroom again. She stated she just noticed it this past Thursday and that her son was having respiratory problems because of it. Colin called a disaster restoration company immediately to have it inspected. They didn't find anything, but they suggested that a thorough inspection would require the tenant to move everything out of that room and they would come back tomorrow to conduct a more thorough investigation. The tenant was asked to move the belongings out of the room, and it would be inspected tomorrow. She agreed to this.

- b. OFFICE REPORT: Juanita reported that to date we have received \$109,637.94 in 2020 assessments. She is currently working on transfers and will start working on leases and temporary transfers.

Bob inquired about the issues we had in the past with mass emails to the patrons. The problem has not been resolved. It doesn't always occur and the number of email addresses on an email varies. We've tried with both Bend Broadband email and Outlook and the problems are the same with either of the services. Bren suggested calling Avion and inquiring about their new messaging system.

- 7. OLD BUSINESS: There were no old business items that needed further discussion.
- 8. NEW BUSINESS: There were no new items of business brought up for discussion.
- 9. OPEN FORUM: Stephanie Russo of the NRCS informed the board that the annual work group meeting was approaching. This was a meeting for all partners and committees to address any concerns which would in turn help guide the NRCS into the future. The meeting is scheduled for February 11, 2020 at the Redmond City Hall from 1 – 3 pm. It is helpful when patrons come to these meetings because patron projects are funded when there is a show of community support. Bren felt that it was important for the board to be present at this meeting. Since it was on the same day as our board meeting, to make it feasible to attend both the NRCS meeting and the District board meeting, the board meeting will be postponed until 3:30 on the 11<sup>th</sup>.

The Deschutes Basin Water Group will be meeting at the Redmond City Hall, Room #208 on February 12, 2020 from 1 – 3 pm. All other meetings following this one will be the 4<sup>th</sup> Monday of even numbered months.

10. ADJOURNMENT: At this time, 4:28 pm, Bren called to adjourn both the Board of Equalization and the monthly board meeting.

Walt Wahl  
Pat Hirschberg  
Robert M. Schum

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