
The regular meeting of the Board of Directors of the Central Oregon Irrigation District (COID) was called to order by Carroll Penhollow, Chairman, at 9:00 AM on May 8, 2018 in the District office.

Directors present were Carroll Penhollow, Terry Blackwell, Paul Kasberger, Tom Burke, and Robert Borlen. Also attending were Craig Horrell, Secretary - Managing Director; Shon Rae, Deputy Managing Director; Cary Penhollow, Water Master; Kelley Hamby, Assistant Water Master; Leslie Clark, Director of Water Rights; Jenny Hartzell-Hill, Executive Assistant; Matt Singer, Legal Counsel. Visitor Present, See Exhibit "A".

1. OPEN FORUM:

Robert Kieta submitted a letter to the Board regarding the SPP Property Piping Project, he is an adjacent property owner. See Exhibit "B". In summary he is requesting a stipend for homeowners adjacent to the piping project of \$1,000 for smaller homes and \$1,500 for the larger homes for window and power washing of their homes due to the dust that was created by the construction. The Board will place the request on the June Board of Directors Meeting Agenda for consideration.

2. MINUTES:

A motion to approve the minutes for the April 10, 2018 Board meeting and the Special Meeting on April 20, 2018 was made by Terry Blackwell. Following a second by Robert Borlen the motion passed unanimously.

3. TRANSFERS / INCLUSIONS:

A water management report was provided to the Board prior to the meeting, Exhibit "C". Leslie Clark read the transfers report. Carroll Penhollow made a motion to approve transfers as read. Following a second by Robert Borlen the motion was approved unanimously.

4. REPORTS:

- A. Watermaster Report –
A written report (Exhibit "D") was mailed to the Board prior to the meeting. Cary Penhollow provided a verbal update to his report.
- B. Operations and Maintenance Report –
A written report (Exhibit "E") was mailed to the Board prior to the meeting. Kelley Hamby provided verbal follow-up.
- C. Capital Projects –
Rick Nichols provided details to the Board regarding the finalization of the SPP Piping Project and explained that planting is currently underway. Cline Falls is wrapped up other than some seeding on site and mitigation with the historic kiosk. Rick also updated the Board on work being done through the City of Redmond along our canals to install the trail system that has been agreed upon.

D. Hydro Report -

A written report (Exhibit “F”) was mailed to the Board prior to the meeting. Joshua Peed provided a verbal update to his report. Joshua is working with FERC regarding the concrete pier supports at SPP. He explained how replacement has been done in the past. There are 7 of the Type A’s that need replaced and this will be a process that needs to be done over a few years. We have had this evaluated by an engineer that specializes in this area and he will provide a report with recommendations for remediation. FERC is recommending closing access to this area; our engineer does not see this as an immediate need.

E. Internal Operations & Communications-

A written report (Exhibit “G”) was mailed to the Board prior to the meeting. Shon Rae updated board. June 19th there will be a neighborhood meeting for the Terrebonne area at the Pumphouse. A proclamation will be given on June 22 at the City Counsel meeting for our 100-year celebration. SDAO and OSHA audits are 75% completed and they have gone well.

F. Finance Report-

A written report (Exhibit “H”) was mailed to the Board prior to the meeting.

G. Manager Report-

Craig Horrell provided the Board with a summary of the Washington DC trip. Craig Horrell, Shon Rae, and Leslie Clark made the trip. They had many meetings and it was a good trip.

5. **BILLINGS & PAYROLL:**

Paul Kasberger made a motion to accept the payroll registers and billings as presented. The motion was seconded by Robert Borlen and passed unanimously.

6. **OLD BUSINESS:**

• **Merkley PL 566**

Craig Horrell updated the Board on the Watershed Meetings. Tumalo Irrigation District has their final public presentation tonight for the Watershed Plan. Our public meeting will be later in the Summer.

• **Siphon Power Property Piping Project Update**

DEQ Loan - Craig Horrell updated the Board and explained that DEQ will do the CWSRF loan post project. April 11th starts a 30-day notification period that is required and after that the funding will be ready to release. We are 30 to 60 days out on receiving funding from DEQ. As directed by the Board Staff has worked with First Interstate Bank (FIB) on a loan to fulfill the gap period between now and when we will receive the DEQ funding. The FIB loan terms were presented to the Board, Exhibit “I”. Robert Borlen made a motion to approve the Loan Agreement and Terms as presented and grant authorization for Craig Horrell to sign the document. Following a second by Tom Burke the motion was approve unanimously.

- **Union Contract Negotiations**
Craig Horrell provided an update. The Union negotiations meeting is scheduled for next Tuesday.
- **Resolution 2018-5: Building Preventative Maintenance Policy**
The resolution was updated and represented to the Board. Robert Borlen made a motion to approve the resolution as presented. Following a second by Tom Burke the motion was approved unanimously. See Exhibit “J”

7. **NEW BUSINESS:**

- **Fee Schedule Increase-**
Craig Horrell explained that the fees for recording documents at the clerks’ offices is increasing by \$40 on June 1, 2018. Terry Blackwell made a motion to approve an increase in the fees schedules to cover this increase. Following a second by Robert Borlen the motion was approved unanimously.
- **Resolution 2018-7 Credit Card Policy**
Craig Horrell explained that the update to the credit card policy is to allow the purchasing of assets with the Credit Card. Terry Blackwell made a motion to approve as presented. Following a second by Tom Burke the motion passed unanimously. See Exhibit “K”.
- **Prineville Railroad Crossing Issue**
There is a crossing below the Prineville Railroad line that is deteriorating and not allowing water to pass through. Staff provided the background and what the on-site evaluation revealed. COID is working with Prineville Railroad and the surrounding property owners to repair the problem. A capital request will be brought to the Board once it has been determined.
- **Mirror Pond Dredging**
Craig Horrell provided background on COID’s support with dredging in the past and they are requesting our financial support. Board discussion followed. It was suggested that this should go through DBBC as a whole. Craig will take the request to the DBBC for consideration.
- **Request to Pursue Groundwater Concept**
Leslie Clark provided background on this concept proposal. Staff is asking Board to review this concept, Exhibit “L” and consider authorizing staff to take the concept to Oregon Water Resources Department. Board discussion followed. Board consensus was to table the groundwater concept at this time.
- **Request for Waiver of Public Records Fee**
Matt Singer explained that under our Public Records Policy, those that request documents are required to pay for the requested documents and the staff time to compile. Aleta Warren has requested that the Board of Directors waive the Public Records fee for the reason that her request is in the public’s best interest. Robert Borlen made a motion to not deviate from the Public Records Policy. Following a second by Tom Burke the motion was approved unanimously.

8. BOARD COMMENTS:

None

At 10:27 AM the Board recessed the General Session and asked the Board to convene into Executive Session per:

- ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regards to current litigation or litigation likely to be filed.

Following the Executive Session, the Regular Session of the COID Board was reconvened at 11:53 A.M.

Robert Borlen made a motion to accept the credit worthiness of the Buyer for the Quince Property also known as Lot 3 of Home Depot Station / Taxlot 151304AD00301 and authorize Craig Horrell to sign real estate and closing documents on behalf of the District. Following a second by Terry Blackwell the motion passed unanimously.

The meeting was adjourned at 11:54 A.M. following a motion by Terry Blackwell that was seconded by Robert Borlen.

Carroll Penhollow, President

Paul Kasberger, Vice-President

Terry Blackwell, Treasurer

Robert Borlen

Thomas Burke

Craig Horrell, Secretary-Managing Director