



The regular meeting of the Board of Directors of the Central Oregon Irrigation District (COID) was called to order by Craig Horrell, at 9:00 AM on January 14, 2020 in the District office.

Directors present were Carroll Penhollow, Paul Kasberger, Tom Burke, Brad Clarno, and Dan Ellingson. Also attending were Craig Horrell, Secretary - Managing Director; Shon Rae, Deputy Managing Director; Bronwyn Bailey, Accounting Manager; Cary Penhollow, Watermaster; Kelley Hamby, Operations and Maintenance Manager; Joshua Peed, Hydro Director; Kelley O'Rourke, Land Use Technician; and Jenny Hartzell-Hill, Executive Assistant; Matt Singer, Legal Counsel. Visitors Present, See Exhibit "A".

1. COID BOARD ORGANIZATION

- **Division 2 Oath of Office Carroll Penhollow -**
Oath of office was read by Carroll Penhollow and signed, Exhibit "B".
- **Division 3 Oath of Office Dan Ellingson -**
Oath of office was read by Dan Ellingson and signed, Exhibit "C".
- **Division 4 Oath of Office Bradley Clarno -**
Oath of office was read by Bradly Clarno and signed, Exhibit "D".
- **2020 Officers –**
A motion was made by Carroll Penhollow to nominate Paul Kasberger as President. There was Board discussion regarding the election process and the option of term limits for the office of Chairman or rotation options. Following a second by Tom Burke the nomination was approved unanimously. Carroll Penhollow nominated Brad Clarno for Vice-President. Following a second by Tom Burke the nomination passed unanimously. Carroll Penhollow nominated Tom Burke for Treasure. Following a second by Dan Ellingson the nomination was approved unanimously. Carroll Penhollow nominated Craig Horrell for Secretary. Following a second by Tom Burke the nomination was approved unanimously. Carroll Penhollow nominated Shon Rae for Assistant Secretary. Following a second by Tom Burke the nomination was approved unanimously. See Exhibit "E"
- **2020 Committees**
Paul Kasberger made a motion to update the committees as attached in Exhibit F. Following a second by Tom Burke the motion was approved unanimously.
- **Resolution 2020-1 – Resolution Adopting the COID Financial and Investment Transactions During 2020** was read and reviewed. A motion was made by Tom Burke to accept the resolution as presented. Following a second by Carroll Penhollow the motion passed unanimously, Exhibit "G".
- **Resolution 2020-2 – Resolution adopting COID's Public Meetings to be Held During 2020** was read and reviewed. Paul Kasberger made a motion to accept the resolution as

presented. Following a second by Tom Burke, the motion passed unanimously, Exhibit “H”.

- **Resolution 2020-3** – Resolution Adopting COID’s General Administration During 2020 was read and reviewed. Tom Burke made a motion to accept the resolution as presented. Following a second by Brad Clarno, the motion passed unanimously, Exhibit “I”.

Paul Kasberger declared the Board of Equalization was open at 9:28 a.m.

1. OPEN FORUM:

None.

2. MINUTES:

Carroll Penhollow made a motion to approve the minutes for the December 10, 2019 General Session. Following a second by Tom Burke the motion was approved unanimously. Exhibit “J”.

3. TRANSFERS / INCLUSIONS:

A water management report was provided to the Board prior to the meeting, Exhibit “K”. There are no transfers and one purchase on the Central Oregon Canal.

4. REPORTS:

A. Watermaster Report –

A written report (Exhibit “L”) was provided to the Board prior to the meeting. Cary Penhollow provided a verbal update to the Board.

B. Operations and Maintenance Report –

A written report (Exhibit “M”) was provided to the Board prior to the meeting.

D. Hydro Report -

A written report (Exhibit “N”) was provided to the Board prior to the meeting. Joshua Peed provided a verbal report on the current status. Pier project is complete. He also provided details of the construction and explained that the concrete did not have the air content that was required for the pour on three (3) of the piers. Staff is exploring options to increase the longevity of the concrete due to the lack of air. Staff will meet with the contractors to find a resolution. There is currently no power generation at SPP, everything is ready once there is enough water to run.

E. Internal Operations & Communications-

A written report (Exhibit “O”) was provided to the Board prior to the meeting. Shon Rae added that COID wrote a letter of support to the Coalition for the Deschutes for a grant for pollinators along the planned piped section.

F. Finance Report-

A written report (Exhibit “P”) was provided to the Board prior to the meeting. Bronwyn Bailey provided a verbal update and walked them through the new report form.

G. Manager Report-
Craig Horrell informed the Board that he was invited to participate in a City Club panel presentation in Bend on the 16th of January but declined the offer due to the participants on the panel.

5. **BILLINGS & PAYROLL:**

Tom Burke made a motion to approve the Billings and Payroll as presented. Following a second by Carroll Penhollow the motion was approved unanimously.

6. **OLD BUSINESS:**

• **Merkley PL 566**

Craig Horrell updated the Board on the current status of the project and expenditures. It is expected that it will take \$450,000 to get the project to May. This will get the project to 50% and to the CMGC phase. This puts this phase of the project at just under \$2,000,000 from the WaterSmart Grant. There is now more money available with PL566 and starting in early summer Phase II planning will begin.

• **2020 Budgets**

The 2020 Budgets were presented to the Board, Exhibit "Q". Tom Burke made a motion to approve the budgets as presented. Following a second by Brad Clarno the motion passed unanimously.

• **City of Bend IGA**

Staff is still working with the City and doing some pilot projects to test the parameters of the draft IGA. Once the pilots are complete and discussed the document will go for legal review.

• **Water Marketing Pilot**

Craig Horrell updated the Board on the status of this project. Paul Kasberger and Brad Clarno participated in a meeting last week to discuss the pilot. A draft letter to patrons was provided to the Board, Exhibit "R". Brad Clarno provided a verbal snapshot of the board history of how we have gotten to where we are with the water marketing pilot. Board discussion followed. Paul Kasberger provided comments that historically the water marketing concept was developed to pass on urbanized water, not passing on water within our system from patrons. Tom Burke suggested a special Board work session to go through the details of this pilot project and discuss the direction it is going and the goal.

7. **NEW BUSINESS:**

• **Annual Assessment Consideration**

Tom Burke made a motion to raise the HCP fee by \$50 per account on the annual assessments for 2020. Following a second by Carroll Penhollow the motion was approved unanimously.

Board of Equalization was closed at 10:34 a.m.

8. **BOARD COMMENTS:**

None

At 10:34 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.
- ORS 192.660(2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Following the Executive Session, the Regular Session of the COID Board was reconvened at 12:03 P.M.

The meeting was adjourned at 12:06 P.M. following a motion by Tom Burke that was seconded by Brad Clarno.

Craig Horrell, Manager

Thomas Burke

Bradley Clarno

Dan Ellingson

Paul Kasberger

Carroll Penhollow