



The regular meeting of the Board of Directors of the Central Oregon Irrigation District (COID) was called to order by Paul Kasberger, at 9:02 AM on December 8, 2020 in the District office.

Due to COVID-19 the meeting was restricted to in person participation and done virtually. Directors Paul Kasberger, Brad Clarno, and Tom Burke participated in person in the COID Conference Room logged into Zoom. Participating remotely by Zoom was Dan Ellingson and Carroll Penhollow. Craig Horrell, Secretary - Managing Director; Shon Rae, Deputy Managing Director; Erin Bathke, Accounting Assistant; and Jenny Hartzell-Hill, Executive Assistant participated in person. Participating remotely by Zoom were Kelley O'Rourke, Land Use Technician; Leslie Clark, Water Rights Manager; Cary Penhollow, Water Master; Kelley Hamby, Operations and Maintenance Manager. Also attending via Zoom were Matt Singer, Legal Counsel and Brian Meece, Realtor of Record.

1. OPEN FORUM:

None

2. MINUTES:

Brad Clarno made a motion to approve the minutes for the October 27, 2020 Special Meeting, the November 13, 2020 General Session, and the November 16, 2020 Special Meeting. Following a second by Tom Burke the motion was approved unanimously.

4. TRANSFERS / INCLUSIONS:

A water management report was provided to the Board prior to the meeting, Exhibit "A". Carroll Penhollow reviewed the transfers. Carroll Penhollow made a motion to approve the transfers as presented. Following a second by Tom Burke the motion passed unanimously.

5. REPORTS:

- A. Watermaster Report –
A written report (Exhibit "B") was provided to the Board prior to the meeting. Cary Penhollow provided a verbal update regarding the current status of the reservoirs.
- B. Operations and Maintenance Report –
A written report (Exhibit "C") was provided to the Board prior to the meeting. Kelley Hamby provided a verbal update on the homeless situation. Shon Rae also provided an update on the COVID Grant that has been applied for to help with cost of fencing and office updates.
- D. Hydro Report -
A written report (Exhibit "D") was provided to the Board prior to the meeting. Joshua Peed provided a verbal update to the board on production and maintenance. has
- E. Internal Operations & Communications-
A written report (Exhibit "E") was provided to the Board prior to the meeting.

F. Finance -

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

6. BILLINGS & PAYROLL:

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

- **Budget Review:**

The Draft Budget was presented to the Board by Shon Rae. Board discussion followed.

7. OLD BUSINESS:

- **Merkley PL 566**

Craig Horrell provided an update to the Board on the current status of the Bill and informed the Board that the money is still there and is projected to continue to be there. He also updated the Board on the piping progress.

- **2019 Audit Richard Winkle via Zoom**

Richard Winkle joined the Zoom meeting at 9:44 a.m. He reviewed his Audit Summary that was provided to the Board, Exhibit “G”.

- **Farm Loan Program – Participant Request**

Craig Horrell updated the Board on the plan for the program. We have been targeting to start this program upon the close of the SPP Property to fund it which was originally scheduled for 12/31/2020. Due to the close of the property being moved out 6 months does the Board want to restructure the plan to start the lending process in January or June? Board discussion followed. The Board requested that staff prepare a model of the program mapped out with a budget. To include the following details: The total amount in program. Who is eligible and what the requirements are? The max amount per applicant. The process for applying. Also outline what the funding percentage would be with Terms/Interest rate/ years /and loan structure.

- **COVID-19 Relief Grant**

Shon informed the Board that COID is applying for a COVID-19 Relief Grant. We need to order the pods so that they will be here in time for the scheduled office closure. The Board was in agreement to purchase the pods prior to knowing if we receive the grant funding.

8. NEW BUSINESS:

- **FirstNet Wireless Tower Request**

The letter requesting Board consideration to the request for a cell tower on COID property was provided to the Board. Exhibit “H”. The Board Chair noted that the consensus of the Board is to not pursue the cell tower request in the general area as proposed by FirstNet.

- **2021 Instream Leasing**

Leslie Clark provided and reviewed the updated Memorandum of Agreement with Deschutes River Conservancy for 2021 with the 2016 Agreement for comparison as well as the Leasing Agreement for 2021, Exhibit “I”. Board discussion followed regarding

instream leasing and water marketing. Dan Ellingson made a motion to approve 1,500-acre feet for 2021 instream leasing. Following a second by Tom Burke the motion was approved unanimously.

- **Memorandum of Action for Foreclosure**

Tom Burke made a motion to approve the Memorandum of Action for Foreclosure as presented in Exhibit “J”. Following a second by Brad Clarno the motion was approved unanimously.

- **Surplus Declaration**

The Request for Declaration for the Disposal of Surplus Equipment was provided to the Board, Exhibit “K”. Tom Burke made a motion to approve the declaration as presented. Following a second by Brad Clarno the motion passed unanimously.

- **Insurance**

Staff provided an update on the status of exploring insurance options. At this time, we are awaiting bids from two different insurance companies to see if there are any savings with other insurance companies.

At 10:52 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 11:46 P.M.

9. **BOARD COMMENTS:**

None

The meeting was adjourned at 12:36 P.M. following a motion by Tom Burke that was seconded by Brad Clarno.

Craig Horrell, Manager

Tom Burke

Brad Clarno

Dan Ellingson

Paul Kasberger

Carroll Penhollow