



The regular meeting of the Board of Directors of the Central Oregon Irrigation District (COID) was called to order by Craig Horrell, at 9:07 AM on, January 9, 2024, in the District office.

Directors present were Tom Burke, Brad Clarno, C.B. Foss, Jeff Larkin, and Brian Lepore. Craig Horrell, Secretary - Managing Director, Jenny Hartzell-Hill, HR Manager; Erin Bathke, Accounting and Administrative Associate; Kelley O'Rourke, Business Operations Manager; attended in person. Heidi Dennison, Finance Consultant; Cary Penhollow, Water Master; Jessi Talbott, Water Rights Director, Baxter Davies, Water Distribution Analyst; participated remotely by Zoom. Matt Singer, General Counsel attended via Zoom. In-person guests are listed in Exhibit "A".

1. **COID BOARD ORGANIZATION**

• **Oath of Office**

Oath of Office Division 1 – C.B. Foss stated his Oath of Office, and it was signed and notarized. Exhibit "B".

Oath of Office Division 2 – Jeff Larkin stated his Oath of Office, and it was signed and notarized. Exhibit "C".

Oath of Office Division 3 – Brian Lepore stated his Oath of Office, and it was signed and notarized. Exhibit "D".

Oath of Office Division 5 – Tom Burke stated his Oath of Office, and it was signed and notarized. Exhibit "E".

• **Board Officer Selection**

Tom Burke made a motion to approve the officers as stated below. Following a second by CB Foss the motion was passed unanimously.

Officers are as follows:

President: Brad Clarno

Vice-President: Tom Burke

Treasurer: Jeff Larkin

Secretary-Manager: Craig Horrell

• **Committee Selection**

Tom Burke made a motion to approve the committees for 2024 as stated below.

Following a second by Jeff Larkin the motion was approved unanimously.

Committees are as follows:

Strategic Planning: Brad Clarno & Tom Burke

Real Estate: Jeff Larkin & Tom Burke

Finance: Tom Burke & Jeff Larkin

Labor: Brad Clarno & Jeff Larkin

Equipment: Tom Burke & CB Foss

○ **Resolutions for District Business for 2024:**

○ **Resolution 2024-1 Financial and Investment Transactions**

Brad Clarno read Resolution 2024-1 Financial and Investment Transactions.

Tom Burke made a motion to approve the resolution as presented. Following a second by Brian Lepore the motion was approved unanimously. Exhibit "F".

- **Resolution 2024-2 Public Meetings**
Brad Clarno read Resolution 2024-2 Public Meetings. CB Foss made a motion to approve the resolution as presented. Following a second by Brian Lepore the motion was approved unanimously. Exhibit “G”.
- **Resolution 2024-3 General Administration**
Brad Clarno read Resolution 2024-3 General Administration. Tom Burke made a motion to approve the resolution as presented. Following a second by Brian Lepore the motion was approved unanimously. Exhibit “H”.
- **Resolution 2024-4 Water Rights Exit Policy Annual Calculation Approval**
Brad Clarno read Resolution 2024-4. Tom Burke made a motion to approve the resolution as presented. Following a second by Brian Lepore the motion was approved unanimously. Exhibit “I”

2. OPEN FORUM:

Brad Clarno Open the Board of Equalization for 1 hour starting at 9:47 a.m. for the period of one hour. No open forum presentations.

3. MINUTES:

The minutes from the 12/12/23 Regular Meeting were provided prior to the meeting. A motion was made by Tom Burke to approve the minutes as presented. Following a second by Brian Lepore the motion was approved unanimously.

4. TRANSFERS / INCLUSIONS:

No transfers. Inclusions were reviewed by Jessi Talbott. See Exhibit “J”.

5. REPORTS:

- A. Watermaster Report –
A written report (Exhibit “K”) was provided to the Board prior to the meeting. Cary Penhollow joined the Board and discussed where we are with the reservoirs. This weather pattern is helping fill.
- B. Operations and Maintenance Report –
A written report (Exhibit “L”) was provided to the Board prior to the meeting. Kelley Hamby joined the meeting to discuss the current piping projects on laterals. He informed the Board that we have two field positions open that we are working to fill. We are short staffed but working hard to get things done before the water season.
- C. Hydro Report -
A written report (Exhibit “M”) was provided to the Board prior to the meeting. Doug Watson joined the meeting and reviewed current hydro activity.
- D. Internal Operations & Communications-
A written report (Exhibit “N”) was provided to the Board prior to the meeting. Craig Horrell explained to the new board members our communications strategies and who does what on projects. The newest project will be a joint public meeting

with NUID in early spring for patrons and public to share what is in store for the upcoming season and our partnership.

E. Finance -

The written report (Exhibit “O”) was provided to the Board prior to the meeting. Heidi did not have anything additional to report. It was discussed that the annual budgets should be approved in December, so it is in place for the start of the new year and new board members don’t have to try to get up to speed on everything to make good decisions at the first meeting they attend. Craig Horrell and Heidi Dennison explained the endowment fund and how it works for the new board members.

F. Manager Report-

Craig Horrell introduced our legal counsel, Matt Singer who was participating via Zoom. Craig explained that most of the time his content to report on is in old & new business.

6. **BILLINGS & PAYROLL:**

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

7. **OLD BUSINESS:**

- **Merkley PL 566**

EIS Update: Craig Horrell updated the Board and explained the background for this to the new board members. We are working hard to get the draft EIS out by May 2024 and hope for approval by October. He also updated the Board that there is a potential government shut down to begin January 19th which if it does happen the funding is halted and pushes the process out.

Board of Equalization was closed at 10:48 a.m. following a motion by Tom Burke and seconded by Jeff Larkin. Motion was approved unanimously.

- **SPP Property Update**

Craig Horrell updated the board on the property sale. We are still waiting on the FERC decision for the trail easement proposal. Once that is approved, we can finalize the sale.

- **L Lateral Piping**

Executive session.

- **New Board Member On-Boarding**

The on-boarding session schedule was provided to the Board. Craig Horrell explained the need for this process. Will need to public notice each as working board sessions.

Jan 18th – Water 101 facilitated by David Filippi. 9:00-11:00 a.m.

Feb 13 – Board Duties Matt Singer – At the February Regular Meeting

Feb 9 – HCP Details David Filippi 9:00-11:00 a.m.

8. NEW BUSINESS:

• **Arnold Irrigation District News**

Craig Horrell updated the Board and explained that the manager has given his notice. Craig will be attending their board meeting as the DBBC President today. They have not received any applicants for the position. The DBBC has enough resources within the board to help them until they figure out what is next. A fee structure is being developed to cover the expenses for the time worked on their projects and management.

At 11:37 a.m. the Board recessed the General Session and moved to the Executive Session.

- 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 regard to current litigation or litigation likely to be filed.

The executive session recessed and returned to general session at 12:57 p.m.

9. BOARD COMMENTS:

None.

The meeting was adjourned at 12:57 p.m. following a motion by Tom Burke and a second by Jeff Larkin.

Craig Horrell, Manager

Tom Burke

Brad Clarno

C.B. Foss

Jeff Larkin

Brian Lepore