



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

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

1. OPEN FORUM:

None

2. MINUTES:

Tom Burke made a motion to approve the minutes for the May 12, 2020 General Session and the Special Meeting on May 19, 2020. Following a second by Dan Ellingson the motion was approved unanimously.

3. 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.

4. REPORTS:

A. Watermaster Report –

A written report (Exhibit "B") was provided to the Board prior to the meeting. Cary Penhollow provided a verbal update to the Board. We are at full season flows. We are at 40% of average snowpack. Everything is slowing down and Wickiup is dropping fast.

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 to the Board. He informed the Board that the new PB-3 Patrolman started yesterday, and we are back to having full crews. He updated the Board on current projects. He explained that we are having a large amount of seepage on the H-12 Lateral, he is getting cost estimates to pipe the lateral. He will bring it to the Board at a later date.

D. Hydro Report -

A written report (Exhibit "D") was provided to the Board prior to the meeting. Joshua Peed updated the Board on production. Transients continue to be a

problem at the Juniper Ridge Facility. Staff has installed an additional gate to help control the traffic around the facility. Joshua also brought to the Board the need to reestablish the lines to the powerhouse switchyard that were eliminated when the SPP property piping was done. PacifiCorp is requesting the fiberoptic line be re-established. The cost estimate is \$34,500 for the new line. Joshua also informed the Board that there has also been some tree cutting along the river trail and it was done by Bend Park and Rec. They have been informed that they need to obtain COID permission to cut trees on our property. They did not remove the trees that were cut down. Staff will ask what they intend to do with the trees that were cut down, ask if they have contacted the City of Bend and what they plan to do for restoration. The Board would prefer that they remove the down trees and plant seedlings.

- E. Internal Operations & Communications-
A written report (Exhibit “E”) was provided to the Board prior to the meeting.
- F. Finance Report-
A written report (Exhibit “F”) was provided to the Board prior to the meeting. Bronwyn Bailey updated the Board on the current balance of the endowment. The office building has been paid off.
- G. Manager Report-
Craig Horrell had nothing to report in this section.

5. **BILLINGS & PAYROLL:**

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

6. **OLD BUSINESS:**

- **Merkley PL 566**

Craig Horrell updated the Board on the status of the project. Currently we are just waiting for the money to come in, should be anytime. Matching funds from the State are unknown at this time. Staff has been in contact with State legislators to request that the match requirement be removed.

- **On-Farm**

Craig Horrell presented a recap of the On-Farm program proposal. Staff has researched what options we have and how we can structure this program. It can be done with three different options: Loans done in-house; Grant program with matching funds, facilitated by DRC; or a Grant/Loan combination program. Shon Rae provided the draft proposal from DRC and supporting documents for their side of the program as well as the budget spreadsheet. It was discussed that the On-Farm Program messaging needs to be developed. Board discussion followed. It was determined that a work session on this topic is necessary to work through the structure and administration of this program with the full Board.

- **Medical Transport Insurance (Air/Ground) Update**

Shon Rae informed the Board that Staff is in agreement to move to over MASA Medical Transport Solutions Insurance program.

7. **NEW BUSINESS:**

• **Drought Declaration for Deschutes County**

Craig Horrell informed the Board that the DBBC sent a letter to Deschutes County Commissioners (Exhibit “G”) regarding the drought conditions that we are facing in 2020. A Resolution by Deschutes County Commissioners will be presented tomorrow to declare drought in Deschutes County. As a result, COID will be in Stage 1 of our Drought Management Plan. Arnold, North Unit and possibly other districts will be shut off early. Staff proposed to the Board that they budget \$1,000 to purchase nozzles and gaskets to be offered to patrons that have leaks. These leaks would be identified by patrolman and the nozzles and gaskets would be offered to them at no cost. The Board was in agreement of this proposal.

• **Quince Property (Old Headquarters) Sale**

Craig Horrell informed the Board that the Quince Property Sale Agreement has been paid in full.

• **Capital Requests:**

• **East Bend Property Re-Zone:**

Craig Horrell explained that getting the re-zone for our east Bend property is a benefit to the district and increases its value. The timing is good because a neighboring property is in queue for a re-zone. It will be about \$30,000 for the application and the attorney fees. If we sell the entire parcel it is estimated to be around \$3,000,000 after the re-zone. Tom Burke made a motion to approve the capital request not to exceed \$30,000 to proceed with the re-zone process. Following a second by Brad Clarno the motion passed unanimously.

• **PacifiCorp Telemetry Communications to Siphon Switchyard:**

Following the discussion of installing the replacement line on the SPP property at the request of PacifiCorp Tom Burke made a motion to approve the capital request not to exceed \$35,000 for the new line to be installed. Following a second by Dan Ellingson the motion passed unanimously.

• **Deschutes Soil & Water Conservation District Request**

A letter was received by the Board (Exhibit “H”) requesting COID staff giving them help with their accounting program. Staff discussion followed.

At 11:47 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 12:34 P.M.

8. BOARD COMMENTS:

Tom Burke asked question regarding who gets to use the ditch roads? Matt Singer, Legal Counsel, explained how easements and access are handled. COID does not have jurisdiction over who can use COID easements, it is the property owner's decision.

Paul Kasberger asked how ponds are allowed and how they are used. Discussion followed.

Cliff Bentz, republican candidate, has contacted Craig Horrell. He will be visiting the area and would like to meet with members of our Board. Craig will make arrangements for the meeting.

The meeting was adjourned at 12:59 P.M. following a motion by Paul Kasberger that was seconded by Brad Clarno.

Craig Horrell, Manager

Thomas Burke

Bradley Clarno

Dan Ellingson

Paul Kasberger

Carroll Penhollow