



**BOARD MEETING MINUTES
WEDNESDAY, JANUARY 16, 2019**

The Board of Directors of the Farmers Irrigation District met on Wednesday, January 16, 2019, at the District office for the purpose of conducting its annual meeting and monthly business. Those in attendance were directors Tim Annala, Don Chandler, Bill Munk, Pete Siragusa and Erick von Lubken; District Manager, Les Perkins; Office Manager, June Brock; Attorney, Don Hull and District Auditor, Ken Onstott.

ANNUAL BUSINESS:

Directors Tim Annala, Don Chandler, Bill Munk, Pete Siragusa and Erick von Lubken took official oaths of office.

Erick von Lubken opened the nominations for Chairman.

A motion was made by Tim Annala to retain the current slate of officers, Don Chandler seconded the motion. The motion included Erick von Lubken as Chairman, Pete Siragusa as Vice-Chairman, and Bill Munk as Secretary-Treasurer. The vote was unanimous in favor of the motion.

BUDGET COMMITTEE:

The directors announced that the budget committee members will remain the same as last year.

DEPOSIT OF FUNDS:

A motion was made by Pete Siragusa and seconded by Bill Munk to adopt Resolution 01-19 appointing Columbia Bank as the District's depository for 2019 with additional funds to be held at Oregon State Treasury -- Local Government Investment Pool. The Board of Directors, General Manager, and Water Rights Specialist are authorized to sign on the accounts with two signatures required, one of which must be from a director. Office Manager, June Brock has been instructed and authorized by the General Manager, Les Perkins to serve as Custodian of Records and will make Local Government Pool account transactions per newly revised guidelines and protocols. The motion passed with Tim Annala, Don Chandler, Bill Munk, Pete Siragusa and Erick von Lubken in favor.

REGULAR MEETING DATES:

A motion was made by Pete Siragusa and seconded by Bill Munk to adopt Resolution 02-19 setting the regular meeting days for 2019 on the third Wednesday of each month according to the following schedule:

January through December—12:00 p.m.

Any necessary changes to the schedule will be posted via public notice.

All meetings will be held at the District office located at 1985 Country Club Road, Hood River, Oregon. The motion passed with Tim Annala, Don Chandler, Bill Munk, Pete Siragusa and Erick von Lubken in favor.

ANNUAL BOARD MEETING DATE:

A motion was made by Pete Siragusa and seconded by Bill Munk to adopt Resolution 03-19 establishing January 15, 2020, at 12:00 p.m. as the date of the Year 2020 Annual Board Meeting. The meeting will be held at the District office located at 1985 Country Club Road, Hood River, Oregon. The motion passed with Tim Annala, Don Chandler, Bill Munk, Pete Siragusa and Erick von Lubken in favor.

BILLING AND COLLECTION OF CHARGES:

It was moved by Pete Siragusa and seconded by Bill Munk to adopt Resolution 04-19 citing the specific manners in which the District will charge for required funds. The motion passed with Tim Annala, Don Chandler, Bill Munk, Pete Siragusa and Erick von Lubken in favor.

AGENT OF RECORD:

It was moved by Pete Siragusa and seconded by Bill Munk to designate Scott Reynier of Columbia River Insurance as Agent of Record for the District's General Liability Coverage. Special District Insurance Services (SDIS) will remain the primary insurer for the District's health, vehicle and property coverage. The motion passed with all Tim Annala, Don Chandler, Bill Munk, Pete Siragusa and Erick von Lubken in favor.

ATTORNEY OF RECORD:

It was moved by Pete Siragusa and seconded by Bill Munk to designate Don Hull of Annala, Carey, Thompson and Vankoten as Attorney of Record for the District. The motion passed with Tim Annala, Don Chandler, Bill Munk, Pete Siragusa and Erick von Lubken in favor.

AUDITOR OF RECORD:

It was moved by Pete Siragusa and seconded by Bill Munk to designate Onstott, Broehl & Cyphers, P.C. Auditor of Record for the District. The motion passed with Tim Annala, Don Chandler, Bill Munk, Pete Siragusa and Erick von Lubken in favor.

ENGINEER OF RECORD:

It was moved by Pete Siragusa and seconded by Bill Munk to designate Niklas Christensen, P.E. as Engineer of Record for the District. The motion passed with Tim Annala, Don Chandler, Bill Munk, Pete Siragusa and Erick von Lubken in favor.

MONTHLY BUSINESS:

Chairman Erick von Lubken called the monthly regular meeting to order at 12:04 p.m.

The minutes of the December 19, 2018 Board meeting were presented and discussed. It was moved by Don Chandler and seconded by Bill Munk to approve the minutes as presented. The motion passed with all in favor.

The O&M bills for the month of January 2019 were presented and discussed. It was moved by Don Chandler and seconded by Pete Siragusa to approve the bills in the amount of \$286,689.75. The motion passed with all in favor.

BUSINESS FROM THE FLOOR:

Auditor – Ken Onstott gave a brief discussion regarding the finalization and submission of the 2015 and 2016 audits, and the 2015 single audit. He will be working on the 2017 and 2018 audits after tax season. He also discussed his role and obligations as an auditor and the District board members’ responsibilities regarding risk management, procurements, unfunded liabilities (PERS), depreciation records, compliance and disclosures, (see attached Letter to Management dated October 25, 2018). The board and management thanked Ken for taking over as auditor and his presentation.

CORRESPONDENCE: None

MANAGER REPORTS AND DISCUSSION:

A/R report – Les reported that the District has received \$671,734.98 in payments since the December Board meeting representing 63% in accounts receivable vs 61% last year. End of month balance as January 14th was \$1,452,030.73 (including reserves)

Hydro report – Hydro production for the month of December was projected at 2.65M kWh, with an actual production of 2,468,188 kWh. Hydro revenue was projected at \$195,225.50 with actual revenue of \$183,355.35 (see attached). kWh projections for January are predicted to be lower than anticipated due to low stream and river flows as well as an early closing of the reservoir valve.

Infrastructure – The Port of Hood River is moving their Airport Base of Operations from the south to the north side of the runways. FID has two lines running through the area where the new operations are moving. Staff have met with the Port’s Project Manager regarding the need to replace the existing pipe with pipe that can withstand traffic and the potential need for new easements should the lines need to be moved. The Port has agreed to cover all costs and a parts list and specifications are being developed by Niklas Christensen and Rick Brock. The plan is to either make the improvements prior to irrigation season in 2019 or once irrigation season is complete in the fall of 2019.

Projects – Sierra Controls worked on the upgrade of the Pump Station’s PLC’s. SCADA and system alarm testing, platform migration etc. are on-going and will be completed prior to the start of irrigation season. Staff will be meeting with Radcomp on Thursday to discuss on-going IT and the need to coordinate with Sierra Controls.

Reservoir – Water Right – OWRD has requested certification from ODFW regarding screens (Rainy, Cabin, and Gate Creek). It is hoped that the Proposed Final Order will be submitted before the end of January. OWRD has stated that they will allow the water right to be finalized even if there are conditions placed on the existing fish screens but the conditions would need to be addressed prior to using the new water right.

Wetland Mitigation – ACOE/DSL – A third application will be submitted to DSL and ACOE by the end of January. The application has been deemed incomplete twice with all of the issues being contained in the Wetland Mitigation Plan. Each time, DSL has asked for more detail on the hydrology of the proposed mitigation site as well as operational detail. At this point, it would be impossible to add any more details

to the plan. The consultants working with the District on the permit have been baffled by the responses from DSL. At this point, it is becoming likely that the Removal Fill permit will not be received in time to build the project this year, based on timelines stated by ACOE and DSL. This would be a major problem as the project was bid in June of 2017. Les will work with Crestline Construction to come up with the impacts of another delay.

DEQ/EPA – An Environmental Assessment was submitted as per their request.

Timber Sale – The District received a total of \$25,668.00 for the logs removed during the outlet pipe replacement project in the fall of 2017.

District Manager Review – The board members are invited to meet with the manager at their leisure to discuss (but not limited to) goals, priorities, projects, accomplishments, performance etc.

LEGAL:

Les and legal council discussed the request for an Access Agreement for Copper Dam Road from Red Barn Orchards. It was legal council's opinion that this request should be denied due to an existing prescriptive easement as well as documentation from PacifiCorp regarding access. The Board members concurred with his opinion.

EXECUTIVE SESSION: None

OTHER BUSINESS:

Due to a conflict of schedules, there will be NO February board meeting. O&M billings will be prepared, reviewed and sent out in accordingly.

ADJOURNMENT:

There being no further business, Chairman Erick von Lubken adjourned at 1:02 p.m.

Signed: _____
Bill Munk, Secretary

Attest: _____
Erick von Lubken, Chairman