

**THREE SISTERS IRRIGATION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
JULY 2, 2019**

CALL TO ORDER: 10:00 AM BY DON BOYER

PUBLIC MEETING TO APPROVE JOSEPH ANGEL INCLUSION PETITION

There were no public comments. The Board will now proceed with an Order of Inclusion.

ANNOUNCEMENTS: NONE

IN ATTENDANCE:

Don Boyer, President; Thayne Dutson, Secretary/Treasurer; Karl Nulton, Vice President; Marc Thalacker; District Manager; Ronda Creel, Office Administrator

ALSO IN ATTENDANCE: Shad Sitz, Philip Grisham, Bruce Barker, Keith Cyrus

BOARD BUSINESS ACTION ITEMS:

A Consideration of minutes of previous meeting(s)

1 Regular BOD 06/04/2019

The board reviewed the minutes.

Motion: Approve the minutes as written.

Motion: Don Boyer

Second: Thayne Dutson

Vote: Unanimous

2 Special BOD 06/26/2019

The board reviewed the minutes.

Motion: Approve the minutes as written.

Motion: Don Boyer

Second: Thayne Dutson

Vote: Unanimous

B Board Monthly Review of Financial Transactions

The board reviewed the following reports: Transaction detail report, Checks to be Approved Reports for 1110, 1140, and 1250 LGIP; Bank Account Balances; Void Check Report.

1 Previous month's transaction report

Discussion: Prior to the meeting the board was provided with an updated Checks to be Approved for 1110 showing the payment, check number 9424, in the amount of \$10,141.88; which included a bill that was previously left off the report. Thayne asked about check number 9462 which was out of sequence in the report. It was determined that the check must have been drawn from the center of the stack in error.

Motion; approved the transaction report.

Motion: Thayne Dutson

Second: Karl Nulton

Vote: Unanimous

2 Checks to be Approved 06/01/2019-06/30/2019

a FIB Checking Acct 1110

The board reviewed the Checks to be Approved Report.

A Motion was made to approve 15 E-Pays; checks 9448-9497 and 9462 which was out of order; voided check 9484

Motion: Thayne Dutson Second: Don Boyer Vote: Unanimous

b FIB Main Canal 1140

The board reviewed the Checks to be Approved Report.

A Motion was made to approve 1 E-pay; check 5116-5123; voided checks none.

Motion: Don Boyer Second: Thayne Dutson Vote: Unanimous

c Local Government Investment Pool

The board reviewed the LGIP transaction report.

A motion was made to approve the LGIP activities.

Motion: Thayne Dutson Second: Karl Nulton Vote: Unanimous

d Transaction Binder

Thayne reviewed the binder for the May meeting. Thayne reported he had reviewed the binder and recommended the board approve the bank reconciliations; void checks; journal entries; and payroll summaries as reported.

A motion was made to approve the May binder.

Motion: Thayne Dutson Second: Karl Nulton Vote: Unanimous

C Manager's Budget Report

Prior to the meeting, the board was provided with the following financial reports for review: Transaction Detail Report; Operating Budget Report; Reimbursement Activity Report; Hydro Operations Report; Capital Budget Report; Construction in Progress Reports Watson McKenzie Main Canal, Watson Micro Hydro, and McKenzie Reservoir Hydro; DEQ Loans and Required Cash Flow; AR Aging Summary; Balance Sheet.

Marc reported to the board. Operating: Looking good, Expenses under budget, payroll on budget. Capital: Looks good , Habitat Conservation under budget. Watson Hydro: Application for incentive was sent in. Generating about \$1,000 a day. Micro Hydro: Completed CPA report was sent to Oregon Department of Energy. A/R is kind of high right now due to recent billings. Balance Sheet balances.

D Approve 2018 Financials

Discussion: Board members reported they had reviewed the financials and did not have any questions.

A motion was made to approve the 2018 financials.

Motion: Don Boyer Second: Karl Nulton Vote: Unanimous

E Approve the USDA Forest Service Emergency Facilities and Land Use Agreement

Marc explained the program to the Board members. The board reviewed the Agreement.

A motion was made to approve the agreement as written.

Motion: Don Boyer Second: Karl Nulton Vote: Unanimous

OLD BUSINESS & MANAGERS REPORT

- **Signing of Documents:** Board signed prior meeting minutes and the Order of Inclusion.
- **Watson Hydro:** Incentive application in. July projected \$20,000-\$25,000. **Net Meter Micro Hydro Project:** Should be up and running today. There was a problem with the spiral case and Marc had to call in Riverside to adjust the runner.
- **McKenzie Hydro:** Opening bids on Tuesday July 9, 2019 at 2:00pm. Marc will have Kevin Crew review the bid documentation and create a report for the board to review.
- **Watson-McKenzie Pipeline:** Nothing to report.
- **Intergovernmental Agreements:** No new agreements at this time.
- **On Farm Projects:** Will be finishing the road work on Hurtlely Ranch Road this month.
- **Operational Technology:** Next step is to purchase a new computer for the Hydro's. Waylon will install communication links. Will be putting in a new radio and a taller pole for the antenna. Plan to go live later in the summer.
- **Anadromous Reintroduction & HCP:** US Fish & Wildlife and National Marine Fisheries reported in an early June meeting that they were not going to support the HCP, which has been in process for at least 10 years. While Marc was in DC he spoke to several people about the matter and at the later June meeting the HCP is back on schedule. The final HCP will be completed in May 2020 and a signing event will take place in Central Oregon.
- **Operations & Maintenance:** Installing meters.
- **Committee Reports:** No.

NEW BUSINESS: NONE

LETTERS TO THE BOARD:

LETTER FROM FRED HAMLIN:

Fred's major concern was the lack of communication regarding the project status. Marc agreed that he could have more on top of communication and Fred was satisfied.

ADJOURN: 10:51 AM - DON

Don Boyer, President

Karl Nulton, Vice President

Thayne Dutson, Secretary/Treasurer