

**THREE SISTERS IRRIGATION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
JUNE 6, 2019**

THE BOARD MET IN EXECUTIVE SESSION

CALL TO ORDER: 10:37 AM BY DON BOYER

IN ATTENDANCE:

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

ALSO IN ATTENDANCE:

ANNOUNCEMENTS: NONE

BOARD BUSINESS ACTION ITEMS:

A Consideration of minutes of previous meeting(s)

1 Regular BOD 05/06/2019

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: Questions regarding missing checks 9398 and 9399 were resolved. (They were previously written and approved). Question regarding check number 9424 for \$10,141.88 paid one invoice for \$10,000.00. This will be researched and reported at the next meeting.

Motion: Approve the transaction report.

Motion: Thayne Dutson

Second: Karl Nulton

Vote: Unanimous

2 Checks to be Approved 05/01/2019-05/31/2019

a FIB Checking Acct 1110

The board reviewed the Checks to be Approved Report.

A Motion was made to approve 22 E-Pays; checks 9385-9397 and 9400-9447; voided checks 9423, 9427, 9428, 9430. Check number 9424 is under review.

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 check 5115; voided checks none.

Motion: Thayne Dutson

Second: Karl Nulton

Vote: Unanimous

c Local Government Investment Pool

The board reviewed the LGIP transaction report.

A motion was made to approve the LGIP activities.

Motion: Don Boyer

Second: Karl Nulton

Vote: Unanimous

d Transaction Binder

The binder was not ready so has been tabled until the next meeting.

A. 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: Income good, just billed out 3rd quarter invoices. Expenses are under budget. Capital: Under budget. DBBC bills will be paid which will increase expenses. Reimbursement: Sent out late notices for several on farm projects. Watson Hydro: Running smoothly. Income would have been close to \$30,000 but we had rain and had to slow down for 10 days. We will hit \$25,000. AR includes billing for 3rd quarter. Balance Sheet balances.

B. Approve McKenzie 300 kW Hydro RFP

Discussion: The RFP is similar to the RFP for the 700 kW in 2014. RFP is for 250 kW Francis Turbine, Wire to Water package and 50 kW Pelton or Turgo, Wire to Water package. The RFP will be posted on our website and published in The Daily Journal. The RFP was reviewed by our engineering team.

Motion: Karl Nulton

Second: Don Boyer

Vote: Unanimous

C. Approve DOE 242 Incentive Application

The board reviewed the Department of Energy, Wind and Water Power Program, Application for Hydroelectric Incentive Payments for 2018. A motion was made to approve the application as written.

Motion: Don Boyer

Second: Karl Nulton

Vote: Unanimous

D. Approve Managers Contract

The board met in executive session prior to this meeting to review the Manager's Contract with legal counsel. A motion was made to accept the employment agreement as written. During the open meeting the board signed the contract.

Motion: Don Boyer

Second: Karl Nulton

Vote: Unanimous

OLD BUSINESS & MANAGERS REPORT

- **Signing of Documents:** Board signed prior meeting minutes.
- **Watson Hydro:** The hydro is generating and staying cooler this year. The stators are running nice and even. Expect to have a good generation season.
- **Net Meter Micro Hydro Project:** Should be up and running by the end of the week.

- **McKenzie Hydro:** Staked out the plant. CEC is working on the interconnect.
- **Watson-McKenzie Pipeline:** Still working on back filling. Will be adding last piece of pipe.
- **Intergovernmental Agreements:** Finishing up Rogue. Working on Lone Pine agreement and a draft of Swalley.
- **OnFarm Projects:** Finishing up RCPP and EQIP projects.
- **Operational Technology:** Next step is to purchase a new computer for the hydros. Waylon will install communication links. Will be putting a new radio and antenna. Plan to go live later in the summer.
- **Anadromous Reintroduction & HCP:** Upcoming meeting with Bureau and the services, as well as all of the districts. They are talking about having one incidental take permit.
- **Operations & Maintenance:** Installing meters.
- **Committee Reports:** No.

NEW BUSINESS:

LETTERS TO THE BOARD: NA

ADJOURN: 11:35 AM - DON

Don Boyer, President

Karl Nulton, Vice President

Thayne Dutson, Secretary/Treasurer