

**THREE SISTERS IRRIGATION DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES**  
**AUGUST 31, 2018**

**CALL TO ORDER: 9:43 AM BY DON BOYER**

**IN ATTENDANCE:**

Don Boyer, President; Vacant, Vice President; Thayne Dutson, Secretary/Treasurer; Marc Thalacker; District Manager; Linda Thompson, Office Administrator

**ALSO IN ATTENDANCE:** Kay Temple, Jacquie Gibbs, Philip Grisham

**ANNOUNCEMENTS:** Division 3 Board Member Election November 13, 2018. Please contact the office to obtain a petition to run for the position.

**BOARD BUSINESS ACTION ITEMS:**

**A Consideration of minutes of previous meeting(s)**

**1 Regular BOD 08/06/2018**

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: Checks to be Approved Reports for 1110, 1130, 1140, and 1150; Bank Account Balances; Void Check Report; Bank Reconciliations

**1 Previous month's transaction report**

Discussion: Check issued for \$0.00 shows up as a check on the transaction report and also as a void check on the void check report. It was noted that the check was replaced by a credit card transaction so the amounts were zeroed out. The check was also voided, but remained on the report for some reason.

Motion: Approve the transaction report.

Motion: Don Boyer                      Second: Thayne Dutson                      Vote: Unanimous

**2 Checks to be Approved 07/01/2018-07/31/2018**

**a FIB Checking Acct 1110**

The board reviewed the Checks to be Approved Report.

A Motion was made to approve 18 E-Pays, checks 9062-9084.

Motion: Don Boyer                      Second: Thayne Dutson                      Vote: Unanimous

**b FIB McKenzie 1130**

The board reviewed the Checks to be Approved Report.

A Motion was made to approve the funds transfer to the LGIP.

Motion: Thayne Dutson                      Second: Don Boyer                      Vote: Unanimous

**c FIB Main Canal 1140**

The board reviewed the Checks to be Approved Report.

A Motion was made to approve 2 e-pays, checks 4815-4845, void 4743.

Motion: Thayne Dutson                      Second: Don Boyer                      Vote: Unanimous

**d FIB Capital Reserve 1150**

The board reviewed the Checks to be Approved Report.

A Motion was made to approve checks 1015 and 1016 and funds transfer to LGIP.

Motion: Don Boyer

Second: Thayne Dutson

Vote: Unanimous

**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; Reconciliation Reports for 1110, 1140, 1150, and Capital One.

Marc reported the following:

Operating budget: Income is on budget. Next year we need to review the budget needs and discuss increasing the water delivery rate. Expenses are under budget. Capital budget: On budget. Reimbursement: Billed out well water for TSID and Cyrus well water delivery. Watson Hydro Budget: We did not hit our targeted generation due to the low snow pack. Watson Micro-Hydro: Working on setting forms and plan to pour concrete first week in September. McKenzie Reservoir Hydro: No activity at this time. Accounts Receivable: Reviewed current and 31-60 day balances. Current is well billing, 31-60 will be sending out finance charges soon. Balance Sheet: The balance sheet balances.

New Item: Board Review Binder Will be reviewed by the Treasurer/Secretary prior to the regular meeting so the item can be approved in the meeting.

**C. Approve fiscal review session.**

Discussion: The board members reviewed the completed questionnaire. Thayne requested that the acronyms on question one be written out.

A motion was made to approve the fiscal review session questionnaire and include it in the documentation we provide to the auditor for this year's audit.

Motion: Don Boyer

Second: Thayne Dutson

Vote: Unanimous

**D. Approve Water Right Transfers**

**a. Laura McCallum Trust – Pine Ridge Ranch**

Item tabled to allow for corrections.

**b. Karissa Fronk – Sisters View Ranch**

Discussion: The board reviewed the water right transfer request for Sisters View Ranch.

A motion was made to approve the transfer as written.

**OLD BUSINESS & MANAGERS REPORT**

- **Signing of Documents:** BOD signed previous meeting minutes and Water Right Transfer.
- **Watson Hydro:** Hydro is doing fine, have taken it all the way down to 70kW, which means we can keep running even when the water is low. We have exceeded all of our guaranteed efficiencies with this system.
- **McKenzie Hydro:** Taking a break while other projects are underway. We will be requesting 10 years of subsidized rates from Energy Trust of Oregon.
- **Net Metering Project:** They guys are working on the project and things are going well. We had our first inspection and passed.

- **Watson-McKenzie Pipeline:** Backfilling and sanding Phase 9. CWSRF is not allowing some of our requests asking for too much backup to make it worthwhile. We will drop those items from the request.
- **OnFarm Projects:** The guys are working on the HCCB. There are complaints about the paving not being done. This will be completed ASAP.
- **Operational Technology:** Meters.
- **Anadromous Reintroduction & HCP:** Expecting a major update at today's board meeting. The current bi-op says frog needs 600 cfs, which makes our bi-op shorter (30 years instead of 50). We are done with ours.
- **Operations & Maintenance:** Installing meters.
- **Committee Reports:** No.

**NEW BUSINESS:**

**LETTERS TO THE BOARD: NA**

**ADJOURN: 10:38 AM - DON**

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**Don Boyer, President**

**Vacant, Vice President**

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**Thayne Dutson, Secretary/Treasurer**