

East Fork Irrigation District
Board of Directors Meeting

July 20, 2021

MINUTES

Members of the East Fork Irrigation District Board of Directors met at 3:00 p.m., on July 20, 2021, in the District's Office at 3500 Graves Road, Odell, Oregon. Present were Brian Nakamura, President; Jon Laraway and Ken Goe, Directors; John Buckley, retiring District Manager; Steve Pappas, new District Manager; Sharon Swyers, Jaylene Hattig and Veronica Glenn, office staff.

The minutes for June 2021 meeting were approved and passed by the Board.

Financial/Business Report – Sharon Swyers

June Receipts

Assessments	\$21,014.00
HRCo Transfer	\$80,000.00

July 1 – 19 Receipts

Assessments	\$ 3,177.31
HRCo Transfers	\$25,000.00

Currently Due: \$584,066.03 (includes NRCS \$489,597.56 & HRSWCD \$32,114.41)

In addition to general duties, e.g., entering receipts, paying bills, preparing minutes and financials, preparing payroll, dealing with PERS issues, responses to title company inquiries, etc., Veronica and I have been working familiarizing her with those duties. Additionally, approximately 45 lien warning letters were prepared and mailed to patrons who have not paid their bills or are seriously in arrears. Some customers have made a valiant effort to make monthly payments but seem unable to put a dent in their past due assessments. To protect the District's interests, liens will be filed on any property with an outstanding balance as of August 15th. The lien filing fee is approximately \$85 per lien.

Veronica, who is knowledgeable about website development, spent a couple of hours yesterday reviewing other Districts' websites. Since she will be working full-time instead of part-time, she will have an opportunity to update/upgrade the District's website which has formerly been done by Betsy Frazier who has now retired but has kept EFID as one of her few clients.

Sharon met with Amanda Taskey of Friend & Reagan to begin the formal audit procedure. Sharon and Veronica will deliver the final audit materials to Amanda in The Dalles within the next couple of weeks. The audit is being accelerated so it can be completed before Sharon's retirement.

As a reminder to the Board, in early 2020 Friend & Reagan recommended Timmons Law as the District's local attorney and they (Kira Guisto and/or Brad Timmons) were scheduled to attend a Board meeting in

March 2020 which was cancelled. We will need a local attorney on board to handle any subsequent foreclosure actions after liens have been filed.

Steve and Veronica were added to the surety bond policy

A drought newsletter to approximately 1,000 customers has been prepared, printed and addressed and will be mailed tomorrow.

Water Rights Report – Jaylene Hattig

A new Wait List for water rights was shared with the Board. Those highlighted in blue on the sheet have been offered water as of this meeting.

Regarding the transfer from 2019 – there are six people that have not followed through on their end. This includes getting their easements. One of the families has decided that they no longer want the water rights. At this time, we do not have a penalty phase for this sort of issue, when the transfer process is not being followed through with. The District is only allowed one extension on a transfer and once that deadline has passed, the District loses the option to ever have that water in the future. The District needs to come up with a penalty plan in order to discourage people from not following through.

Kevin & Carol Doherty – their property spans two tax lots, and they would like water on both tax lots however, they only want to pay for one. Due to the property being in two different sections, it cannot be cancelled and combined into one tax lot.

First Baptist Church of Odell – this property is on three tax lots, and they have been advised to cancel and combine the tax lots into one single tax lot, as their total acreage for all three parcels is less than one acre.

Ongoing Issues:

- Transferred water to Chuck & Patricia Peterson
- Sallie Foley has been unreachable to obtain a signature for an easement

Jaylene attended the ESRI User Convention virtually last week. They went over a lot of information regarding climate change and conservation as well as touching base on their new products which will be replacing the current platform Collector App (used for field work).

It has been suggested that we require that easements be completed first before we will consider spending our time and effort to see if it's feasible for the customer to have water.

Pandemic Update – Steve Pappas

The office is now open Monday through Wednesday 8:00 AM to 4:00 PM.

Eastside Lateral Update – Steve Pappas

The Whiskey Creek project is on schedule. The lower half will be pushed out, as previously discussed, due to an issue with the Columbia Gorge Commission. Niklas Christensen, is working on setting up an Eastside informational meeting with the growers. Niklas is working on getting the easements for the next phase completed. The storm water issue with Hood River County is still an ongoing battle.

Since Niklas was on vacation the route and surveying of the project has not been finished yet but is in the works and we should receive an update soon.

Conservation Plan FCA – Steve Pappas

The Conservation Plan is being worked on by FCA and is expected to be completed on time. John is working with Kate Hart on updating the 2011 Conservation Plan .

Labor Report – Steve Pappas

Flow meters have been acquired and placed throughout the District to monitor water use to better help us adjust our system. We are educating those that are overpulling and not realizing it, and currently the feedback is positive. It has been mentioned that many of the patrons don't have regulators on their systems and this could be why they are not recognizing how much water they are using.

We are currently facing a drought and will be sending out the newsletter tomorrow. Veronica has created a Facebook page for the District to help spread updates and information regarding projects. Steve also a moderator of the page.

The sediment this year is a major issue. We are having to flush the Sandtrap every day. However, the new process of flushing has shown that not many are now noticing a drop in the water level. Eric Bounds cleaned out the sediment pond last week to help with the water flow. He is going to return in two weeks to remove more silt.

What will be helpful is if users can cut down to 75% and water consistently instead of watering at 110% for a few days and shutting it off, which requires us to raise and lower water flows constantly.

Steve reported that the major leak in the Central Lateral Pipeline which was caused by a local logging outfit. This occurred (1) because they did not call for a locate and (2) because the pipe was not buried very deep. It was basically covered with fill and with the logger's heavy equipment going on top of it, it quickly became exposed. This 72" Weolite pipe will get patched this winter by Skycam and be cheaper than the outfit from Bend. It has been temporarily fixed by cedar plugs and we didn't see a loss in water distribution.

We have been seeing airlock issues throughout the District lately. We have installed automated timer air vents in certain places that are historically bad, such as Lenz Butte.

DEQ Application – Essentially, if we do the prep work: engineering, underground studies, etc., then we would be able to access loan funds that are available through the DEQ to upgrade our sublaterals and possibly finish piping our District. The deadline for the application is in December. Steve will present more information on this at the next board meeting as it does not need to be decided immediately.

Follow up on the sick leave policy regarding part time temporary employees. They earn 1 hour for every 30 hours worked and will be capped at 120 hours. Approved by Board.

John's Report

John touched on the drought subject – the spills have been adjusted to keep the water overflow down to a minimum. The Sandtrap water has also been reduced to about 5 or 6 cfs for flushing, so the excess water was returned to the river upstream. We were previously flushing at around 18 cfs. Per our

agreement with The Tribes, we are required to keep 17 cfs in stream. Due to this we have requested a District-wide 25% cutback in order to address the drought and still meet this requirement.

Lastly, John requested to be removed as secretary of the Board as well as being removed as a signer from the checking account. The board approved the removal of John and approved the addition of Steve as the new secretary.

OTHER BUSINESS

It was briefly touched on that in order to add Steve as a signer on the US Bank checking account all members of the board must be present at the same time to sign as well as Steve. It has been suggested that we transfer banks – and will be looked into by Veronica. It was noted that we need to inquire with the future bank about their policy regarding a Special Districts account. If there are any fees associated or restrictions/requirements to have an account at their bank.

Jaylene brought up the subject of Jim Isaak. He was sent a consent form that needs signed to be sent to OWRD. He requested that he receive 30 years of credits for the overage issue. He has not been issued any credits as of this meeting. It has been approved that Jim Isaak will be issued a credit for the 2.15 acres of overage for 5 years at this year’s rate.

Ken Goe asked if anything is being done to Walton Butte, otherwise known as Pine Grove Butte. Specifically referring to 2N-10-13D, TL 301 which is currently owned by Four Feathers Farm, LLC. John believes it is being turned into a winery by Luis Dominguez. Ken’s concern is they haven’t run any irrigation in a few years. Jaylene clarified that she filed an instream lease with OWRD in 2018.

The next meeting of the Board of Directors will be at 3:00 PM, August 17th, 2021, at the EFID office at 3500 Graves Rd.

Brian Nakamura, President

Steve Pappas, Secretary

Dated: August 17, 2021