

**Minutes
North Unit Irrigation District
Regular Board Meeting
August 13, 2024**

Director Kirsch called the meeting to order with a quorum present at 8:31 am, in regular session at the Jefferson County Annex 66 SE D Street Madras, OR 97741 Remote participation available via Teleconference 1-408-638-0968 Meeting ID 373-976-1157 Participant ID # or <https://us02web.zoom.us/j/3739761157>

Board Members Present

Mike Kirsch, Chair
Ryan Boyle, Vice Chair
Vern Bare, Director
Evan Thomas, Director
Ryan Feigner, Director

Staff Members Present

Josh Bailey, Secretary, District Manager
Mike Britton, Executive Director
Gary Calhoun, Operations Manager
Dennis Krueger, Watermaster
Leslie Maynard, Finance Manager
Collin Cowsill, Water Operations Specialist
Michelle Camphouse, Water Records Clerk

Others Present

Via Zoom: Kelly Simmelink, Jefferson County Commissioner
NUID Patrons: Gary Harris, Ron & Katie Oliver

Approval of Agenda

Director Thomas/Vice Chair Boyle moved/seconded to approve the agenda as presented. Motion carried 4-0. Chair Kirsch abstained from the vote.
(agenda order subject to change due to auditor schedule)

Public Comments on Agenda Items

None.

Approval of Minutes

Draft minutes from the July 9, 2024, regular board meeting were presented. **Vice Chair Boyle/Director Feigner moved/seconded to approve the July 9, 2024, regular board minutes as presented. Motion carried 4-0. Chair Kirsch abstained.**

Approval of Bills

Finance Manager Maynard presented the June 1-30, 2024, bills. **Director Thomas/Vice Chair Boyle moved/seconded to approve the bills as presented. Motion carried 4-0. Chair Kirsch abstained.**

Financial Reports

Finance Manager Maynard presented the June 2024 Budget Comparison, DBBC Report, Reserve Funds, and Bank Statement. **Vice Chair Boyle/Director Feigner moved/seconded to approve the financials as presented. Motion carried 4-0. Chair Kirsch abstained.**

Employee Handbook Legislative Updates

Review of updated redline copy of 2024 Employee Handbook. Proposed annual cap placed on sick leave and allowing water, operations and office management to cash out 24 hours of annual leave at end of calendar year in which the leave was accrued. **Directors Thomas/Bare moved/seconded to approve the updated 2024 Employee Handbook with the removal of sick leave annual cap and increase vacation cash out option to 40 hours. Motion carried 4-0. Chair Kirsch abstained.**

Resolution 2024-07 OWRD Grant Agreement

OWRD grant agreement for \$5,075,000 to be used as match funding to aid in the construction of segments 1 and 2 of lateral 43 pipeline. The grant would be in exchange for 5.3 cfs to be released in stream during winter months. This release from Wickiup would not be in addition to HCP requirements in upcoming years. **Director Thomas/Vice Chair Boyle moved/seconded to proceed with the OWRD grant agreement. Motion carried 4-0. Chair Kirsch abstained.**

Black Rock Consulting Amendments #2, Lateral 43 Project

District Manager Bailey presented BRC Amendment #2 for board review. Amendment includes public bidding services, pre-proposal conference, and course of construction quality assurance administration. Paid for 100% by grant funds. **Directors Bare/Feigner moved/seconded to approve Black Rock Consulting Amendment #2. Motion carried 4-0. Chair Kirsch abstained.**

OWRD Grant Application to Install Flow Meters at Wickiup Dam

Watermaster Krueger presented OWRD grant application to fund Wickiup Dam Outlet Measurement Project - OWRD grant application submitted for board review. Director Thomas suggested Watermaster Krueger contact ODF&W and BOR to possibly fund the remaining \$22,500 not covered by the OWRD grant. **Director Thomas/Vice Chair Boyle moved/seconded proceeding with application with the intention of securing additional funding. If no additional funding is available, board to re-visit item. Motion carried 4-0. Chair Kirsch abstained.**

Water Operations Specialist Report

Water Operations Specialist Cowsill presented the water operations report at the meeting. Install AC power loss relays at gate sites; automate 43-headend radial gate; new ramp flume at 65.12; reconcile VFD and FTP failures at CRPS; firmware updates on Headworks; general program updates; fire/power loss preparation SOP; OSU canal

study of water quality vs. evaporation rates continuing; meter replacements on R34, R57 & 58-11.

O&M Report

Operations Manager Calhoun presented the O&M report at the meeting. District-wide copper treatment; 43 headend weed screen system built; weed spraying throughout district; Wickiup valve & jug house BOR recommended maintenance; 61 little man gate repair; Wickiup monthly OVIC; maintenance cross training and relief riding; windstorm clean up; 58-9 leak excavated; 41-10 safety walk plank and weed rake installed; 57 cable & eco block barrier installed; general fleet maintenance; Bend fish screen repairs; CRP pump motor packing replaced.

District Manager's Report

District Manager Bailey presented the following Manager's Report at the meeting.

- Engagement Agreement for FCS Irrigation Modernization – outlines FCA's and NUID's mutual expectations and understandings related to the District's participation in the Irrigation Modernization Program. Outlines FCA's anticipated tasks and effort, the District's needed cooperation and effort, and proposed deliverables.
- Letter of support for FEMA Hazard Mitigation Plan – Demonstrates NUID's support for FCA grant application to develop a multi-jurisdictional natural hazard mitigation plan for irrigation districts in our basin.
- Updated NUID Project Matrix.
- Staff Leaves/Retirements – Two staff members currently on medical leave. One staff member recently gave retirement notice.

2022-2023 Standard Audits and 2023 Single Federal Audit

Rich Winkel of Dougall Conradie LLC presented the draft 2022 & 2023 standard audits along with the 2023 single federal audit. No deficiencies were found. **Directors Thomas/Bare moved/seconded to approve the 2022 & 2023 Standard Audits and the 2023 Single Federal Audit. Motion carried 4-0. Chair Kirsch abstained.**

Executive Manager's Report

District Executive Manager Britton presented the Executive Manager's Report at the meeting.

- Drought Declaration – Letter to Governor Kotek thanking her for issuing the Emergency Drought Declaration for Jefferson County.
- LBC – BOR has allocated \$3.5M to fund Feasibility Analysis.
- Bend Fish Screens – House Bill 5030 provided \$50M to OWRD Water Supply Development account to issue grants. \$1.9M has been requested for the Bend Fish Screens replacement.
- Upcoming PGE/NUID Annual Meeting

Water Supply/Water Allotment Discussion

Watermaster Krueger presented the Water Supply Report. Review of current supply, water remaining to be delivered, precipitation, and storage vs. same date in 2023. No change to allotments.

Public Comment

Gary Harris – stated he was writing a letter to PP&E about the recent power disruptions and if NUID planned on doing the same. He was advised that it was discussed and NUID will be reaching out. He also asked about the process for landowners who want to pipe their private ditches. District staff advised the following: If piping private laterals results in a reasonable amount of water savings and the landowner purchases the pipe (pipe must meet pressure requirements stated in the 2019 SIP), NUID may install the pipe at no cost to the landowner (subject to equipment and staff availability).

Other Business and Announcements

Election Announcement – Nomination of Candidates can be picked up at the District office between August 29th and October 8th. The candidates must own land in Division 4. Division 4 consists of land in Culver, south of Eureka & Dover to Highland & Iris between Baldwin Drive to Lake Billy Chinook.

Next Board Meeting

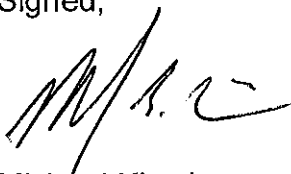
The next meeting date is scheduled for Tuesday, September 10, 2024, at 8:30 am.

Meeting recessed at 10:47 before entering into Executive Session pursuant to ORS 192.660 (2)(h)

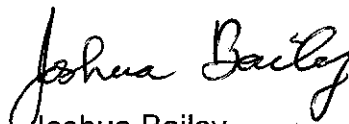
Board returned to open session at 11:35 am. COID draft charges rejected pending further discussion.

Board adjourned at 11:35 am.

Signed,



Michael Kirsch
Chair



Joshua Bailey
Board Secretary/District Manager