

**BOARD MEETING MINUTES**  
**September 14, 2021**  
**64697 Cook Avenue**  
**Bend, Oregon 97703**

BOARD: Ron Cochran, Jack Farley, Steve Putnam, Martin Warbington, Carol Shull  
STAFF: Chris Schull, April Harris Spath, Bob Varco  
ATTORNEY: Mark Reinecke  
GUESTS: Greg Mohnen, Todd Peplin

Chairman Cochran called the regular board meeting to order at 10:00 a.m. and appointed April Harris Spath scribe.

**EXECUTIVE SESSION ANNOUNCEMENT**

At 10:01 a.m. the Board recessed the regular session and entered executive session per:

- ORS 192.660(2)(e): To conduct deliberations with persons you have designated to negotiate real property transactions.
- ORS 192.660(2)(f): To consider information or records that are exempt from disclosure by law, including written advice from your attorney.
- ORS 192.660(2)(h): To consult with your attorney regarding your legal rights and duties in regard to current litigation or litigation that is more likely than not to be filed.

**RECONVENE**

Following the executive session, the regular session was reconvened at 11:40 a.m.

**APPROVE MINUTES OF AUGUST 2021 BOARD MEETING**

Director Putnam made a motion to approve the minutes of the August 2021 board meeting. Vice Chair Farley seconded the motion and it passed unanimously.

**WATER SUPPLY REPORT**

Manager Schull reviewed the current water supply report and attached graphs, which indicated that Crescent Lake was 8% full. Also the field crew has had to clean the Crescent Lake Dam fish screens twice a week because of the low volume of water that is passing through the screens.

**STEIDL DAM UPDATE**

The three slide gates that are being replaced on Steidl Dam have been ordered from Golden Harvest. JAL Construction will be finishing maintenance on the railing, concrete work, and part of the fish screens. The river level should be low enough to install the new gates by mid-October of this year.

**GROUP 6A FUNDING**

The district has secured \$6.2 million in grant funds for the Group 6A piping project. However, the engineer's estimated budget has increased from \$5.9-6.2 million to \$6.7 million due to the current shortage of necessary materials and the resulting price hikes. They expect those costs to go down when factories are back up and running and materials are more readily available. This means that the district will most likely postpone the project until the 2022-23 maintenance season.

### **WATER THEFT POLICY**

Manager Schull and Attorney Reinecke are still working on the revisions to add more clarity to TID's Water Theft Policy.

### **CYBER SECURITY POLICY**

To receive full credit for completing the Special District's Insurance Service's Best Practices Program, the District must adopt a cybersecurity policy. TID created a policy based on the sample policy that was provided by SDAO. The Board reviewed a copy of the policy. Chairman Cochran recommended adding that staff review the policy every 90 days. Director Warbington made a motion to approve the policy with Cochran's recommendation. Director Putnam seconded the motion and it passed unanimously.

### **VOTE BY MAIL RESOLUTION**

The Board of Directors' positions for Divisions 3 and 4 are up for election on November 09, 2021. Resolution 2021-03 was presented to the Board, which stated that the 2021 election for the Board of Directors shall be conducted by mail. All board members signed the resolution, and it was approved unanimously.

### **MANAGER POSITION**

Chairman Cochran made a motion to reaffirm the Board's decision to hire Chris Schull as District Manager effective August 2021. Vice Chair Farley seconded the motion and it passed unanimously.

### **PUBLIC COMMENT**

Guest Greg Mohnen stated that the rotation this year has worked out better than he expected.

### **ANNUAL ASSESSMENTS**

The Board was updated on the status of delinquent accounts. There were 30 accounts past due that were not on a current payment plan. Out of those 30 accounts, 12 of them still owe both their first and second installments. Office staff will send letters to these patrons and if they do not make payment arrangements by the next board meeting, they will be turned over to Attorney Reinecke to begin the process of filing a Notice of Claim of Lien under ORS 545.494.

### **MOTION TO APPROVE SEPTEMBER 2021 VOUCHER LIST**

Director Putnam made a motion to approve the September 2021 voucher list. Vice Chair Farley seconded the motion and it passed unanimously.

### **NEXT MEETING DATE**

The date of the next regular board meeting was set for October 12, 2021.

### **ADJOURN**

Director Shull made a motion to adjourn the regular board meeting at 12:23 p.m. Director Putnam seconded the motion and it passed unanimously.