

SWALLEY IRRIGATION DISTRICT BOARD OF DIRECTORS MEETING
MONDAY OCTOBER 17, 2011
1:00 P.M.
64672 COOK AVENUE, SUITE 1
BEND (TUMALO), OR 97701
MINUTES

Call to Order

President Crew called the meeting to order at 1 pm.

Roll call

Secretary/Manager Suzanne Butterfield called roll. President Crew and Vice- President Eastwood were present. Director Bob Dickey was absent. Also present was Steve McCarrell, Swalley patron.

Declaration of Election, Post-election

Ms. Butterfield stated that according to ORS 545.137, she is declaring that 2 sole candidates filed valid nomination petitions by the deadline for the 2 seats that were up for election for the 2012-2014 term. She said those two candidates are Helen Eastwood and Steve McCarrel. The Board moved to declare Helen Eastwood and Steve McCarrel sole candidates for board positions for the 2011 election, elected as directors for a three year term beginning January 2012. Ms. Butterfield then swore in the two directors.

Approval of Minutes of August 10, 2011 and September 14, 2011

Upon motion by H. Eastwood and 2nd by K. Crew the minutes of August 10 were approved. The September minutes were tabled to November due to lack of quorum who were also present on September 14.

Public comment

There was no public present except for Steve McCarrel.

Secretary/Treasurer's report

Upon motion by H. Eastwood and 2nd by K. Crew the Voucher list was approved.

The Board reviewed all of the financial reports.

The board agreed to pay JP Custom Painting an extra \$450 for work performed beyond the contract. \$475 was requested by JP Custom Painting.

Upon motion by H. Eastwood and 2nd by K. Crew Resolution 11-14 was approved re Foreclosure on liens for delinquent charges incurred in 2009 and 2010.

Upon motion by H. Eastwood and 2nd by K. Crew Resolution 11-15 was approved re partial prepayment on Flexlease 2008C.

Upon motion by H. Eastwood and 2nd by K. Crew a grinder valued at \$25 and a radial arm saw valued at \$125 were declared surplus.

Old Business

1. Ms. Butterfield reported that the state gauge relocation was proceeding according to schedule.
2. Ms. Butterfield reported on the meeting of October 6 with ODOT re procedures for reimbursement of district expenses associated with the Hwy 97 North Corridor project

and said that ODOT will be expecting a scope of work from the District for Swalley easement identification on GIS, needed by ODOT for the project area.

3. Upon motion by H. Eastwood and 2nd by K. Crew Resolution 11-12 (Lock Out/tag Out Policy), 11-13 (Confined Space Entry Policy), 11-16 (Hazard Communication Program), 11-17 (Vehicle Safety and Procedure Policy), 11-18 (Personal Protective Equipment Policy) were approved.

Correspondence

The Board reviewed the correspondence. K. Crew noted that the report on North Canal Dam Inspection Summary from OWRD , saying that the dam is a high hazard dam, is of concern to the other 2 irrigation districts using the dam and correspondence to the state may be needed. In regard to the letter from Dave Hanson the board directed the manager to respond in writing acknowledging that the steel grating given by the Hansen family to Swalley many decades ago, may have been a loan and the District is pursuing repairs and remediation efforts at the dam and as part of that effort the District will include removal and return of the grating in 2012 or 2013.

New Business

1. The board approved the written plan for 2012 budget review and approval.
- 2, 3, 4. (see above Old Business item 3)
5. Ms. Butterfield told the Board of the October 14 meeting with the Deschutes County surveyor and others on seeking their help in scoping the Swalley easement project.

Managers Report

Progress on Manager's 2011 goals and objectives were reviewed;, status of meetings with City of Bend was discussed and the Board reinforced their position that irrigation districts must be allowed to sign off on plats before developments with district easements or facilities on them can be approved by the City; she mentioned that a developer may be interested in purchasing up to 20 acres of Swalley water rights for a proposed development in Swalley's boundaries; she asked for clarification that the board still wants staff to intervene when new easement encroachments are discovered even with the knowledge that there are many old easement encroachments in existence and the answer was yes; she asked to have a performance evaluation in November and the Board agreed.

The meeting was adjourned by President Crew at 2:45 p.m.



President Kevin Crew



Manager/Secretary Suzanne Butterfield