**Hermiston Irrigation District**

**Board of Directors**

#### May 8, 2025

**Regular Board Meeting Minutes**

**CALL TO ORDER:** Chairman Findley called the May Regular Board Meeting of the Hermiston Irrigation District Board of Directors to order at 4:01 p.m.

**ROLL CALL:** Business Manager Nash recorded all in attendance. Present at the meeting were Directors Bryan Allstott, Jeremy Bolen, Ian Findley, Steve Wallace, and Bryon Zumwalt; District Manager Annette Kirkpatrick; Field Manager Wyatt Cleaver; Business Manager Sonia Nash; and Water Rights/Land Use Specialist Karra Van Fossen.

**PUBLIC COMMENT:** None

**NEW AGENDA ITEMS TO CONSIDER:** Nothing to add to the Agenda

**GUESTS:** None

**MINUTES:** The Board reviewed the April 17, 2025 Regular Board Meeting Minutes. Director Zumwalt moved to approve the minutes as presented. Director Allstott seconded the motion and it passed unanimously.

**FINANCIAL STATEMENTS & VOUCHERS:** The Board reviewed and approved the April 2025 Profit & Loss Report and Check Voucher Report. The Board reviewed and approved the accounts payable receipts and Bank Statements. Business Manager Nash gave a report of the District’s financial standings.

Business Manager Nash advised the Board that collection calls would be made next week and that there remains approximately $236,736.73 in outstanding account receivables, with $12,970.46 of that remaining from previous years.

Business Manager Nash reported to the Board that Barnett & Moro, P.C. will be at HID May 12-14, 2025 to complete the District’s 2024 Audit.

**FIELD MANAGER’S REPORT:** Field Manager Cleaver reported to the Board that over the last couple of weeks the field crew has been working on different repairs throughout the District. Field Manager Cleaver also reported that he has done treatments on the A-Line and the Maxwell Canals and that he would be doing the B-Line and the O-Line next. Field Crew has also repaired patrons’ delivery box and Valve both on the R-Line, replaced the 3HP Booster Pump motor on the Minnehaha Pump Station, and cleaned up HID’s portion of the Oxbow Property.

Field Manager Cleaver reported that the Tail of the A-Line washed out on Easter Sunday April 20, 2025. This is at the end of Feedville Rd. He stated that about a 50 ft section had to be relined and about another 20 ft at the bottom on the far side. This was potentially caused by animals. He stated that it was all repaired by April 22,2025.

Field Manager Cleaver reported that there was a valve blow-out on Doherty Rd.

Field Manager Cleaver reported that the Maxwell Diversion was turned on April 30, 2025.

Field Manager Cleaver reported that Patron Shawn Leighton called and stated that his private line and the SE 10th Street line were broken by a construction company installing the sidewalk along Highland Ave. Field Manager Cleaver stated that this line years ago was a concrete line that had been slipped with Poly Pipe and when the construction crew bored into the ground, they broke it. Field Manager Cleaver stated he needed some guidance on how far the District should repair and assist the patron. District Manager Kirkpatrick asked if the break was on the 10th Street line itself. Field Manager Cleaver stated it was not and that it is the Patrons private line. District Manager Kirkpatrick and Director Bolen stated that HID would not continue to assist as it was a private line and not HID’s. If the District continued then the Patron would be charged. Field Manager Cleaver stated he would call the Patron and inform him of this.

District Manager Kirkpatrick asked if a claim was processed for Hendon Construction. Field Manager Cleaver stated there was not a claim filed as the water only pooled up on the property and there was no damage. He stated that Hendon Construction called the office and a Ditchrider was sent out to the location. District Manager Kirkpatrick asked if the Eastside Ditchriders were spoken to in regards of knowing where the water is on the O and OB-Lines on any given day or if they had spoken to the Patrons prior to sending that volume of water that direction. Field Manager Cleaver stated he would discuss that with them and that he had already told them to not send water this week.

Water Rights/Land Use Specialist Van Fossen reported that Randy of Vector Control had sent an Email stating that the Meters had came in and they would be installed next week. District Manager Kirkpatrick reported that Vector Control had taken it to their Board to assist on the Wanaket lands to install a couple of water monitor gages to assist in tracking the amount of water and monitor the O-Line.

Director Steve Wallace arrived at 4:27 p.m.

**WATER & LAND USE REPORT:** Water Rights/Land Use Specialist Karra Van Fossen reported to the Board that Tyler Brandt submitted Phase II for his land development and she is looking for guidance in what the letter should state or if there are any objections to this development. District Manager Kirkpatrick reported that her recommendation would be to at least have it documented with the City in regards that the drain was removed in Phase I and that there would be ground water that would have to be dealt with by the City in the future.

Water Rights/Land Use Specialist Karra Van Fossen stated to the Board that the 2025 Rules and Regulations book that was handed to them was a Draft Copy and if there is anything they would like changed or added to let her know and she would update so it can be approved at the June 12, 2025 Board Meeting.

**OLD BUSINESS**

Nothing to bring to the Board

**NEW BUSINESS**

**ECHO RENTAL:** Field Manager Cleaver requested from the Board to send a Termination of Tenancy letter to the Echo Renters so that he could move into the Rental. These rentals are intended for District use. After some Discussion, the Board approved to begin the Termination of Tenancy process and to give the current renter a 60-day notice.

**HORTON PROPERTY:** Water Rights/Land Use Specialist Karra Van Fossen reported to the Board that Patron Valerie Horton came into the office on May 7, 2025 and reported that they had left on vacation and that they had left their basement window and their personal valve open and that when water season began in April their sprinkler was facing their basement day window that was open. Karra Van Fossen sent her to Business Manager Sonia Nash and when she was asked again if the window was left open, she stated it was not open that the sprinkler was aiming straight towards it and the basement day window filled up and the water went through the window and flooded the basement. She stated that it was about $7,000-$10,000.00 worth of damage and that her insurance company told her to come to HID as they were not going to cover the damage and that maybe HID’s Insurance would cover it. Mrs. Horton stated that HID requires for patrons to leave their valve open to winterize. Business Manager Nash stated that was not a requirement and that she did not think that HID’s Insurance would cover this either as it was her own personal valve that was open and that HID was holding their monthly Board Meeting the following night and she would take it to them and see what the Board directed her to do in regards to contacting our insurance company, and that she would make contact with her later in the week. Mrs. Horton stated she was fine with that but also said that she didn’t know when water started and how come she wasn’t notified. Water Rights/Land Use Specialist Karra Van Fossen stated that HID posts start up dates on our website and Facebook pages. Mrs. Horton then said yes, I found it on Facebook. After some Discussion, The Board stated that it was patrons’ personal valve and that HID would not be liable for the damage and would not be sending it into HID’s Insurance and to contact the patron and let her know the outcome.

**DISTRICT MANAGER’S POSITION RESIGNATION:** District Manager Kirkpatrick requested to move her Position Resignation to the end of the meeting during Executive Session.

Director Zumwalt made a motion to move into Executive Session. Director Wallace seconded the motion and it passed unanimously.

Chairman Findley moved the meeting into Executive Session per ORS 192.660(2)(i) for the purpose of conducting the Manager’s Resignation at 4:58 p.m.

Chairman Findley resumed the Board meeting at 5:33 p.m.

District Manager Kirkpatrick reported that the Board has accepted her resignation as the District Manager and that there is not an end date as this time, With the understanding that she would return to work on May 19, 2025. This position would be on an as needed basis. The Board also instructed for Business Manager Nash and Water Rights/Land Use Specialist Karra Van Fossen redo the District Manager Job Description and have the job posted on HID’s website, Facebook page, SDAO website, and OWRC website. They instructed them to have position open until filled and that the first round of Applications would be reviewed on June 6, 2025. District Manager Kirkpatrick also stated that she would be in the office limited hours and would complete FEMA, OWRC Board Meetings, and other items that are outstanding, and for Water Rights/Land Use Specialist Karra Van Fossen and Business Manager Sonia Nash to continue to handle administrative duties and Field Manager Cleaver was acting Manager per the Employee Handbook for day-to-day operations. Business Manager Nash asked if Field Manager Cleaver would be in charge of approvals or if Water Rights/Land Use Specialist Karra Van Fossen and herself would continue to contact the Chairman for above Field Managers approvals. District Manager Kirkpatrick stated that it would stay the same as previously and those items would be taken to the Board as she would. District Manager Kirkpatrick reported that she would be sending an outline of duties to the Board in regards to what she would like her role to be with HID in the future. Business Manager Nash requested confirmation that District Manager Kirkpatrick would continue in her position until the position is filled. She stated Yes.

**NON-ACTION ITEMS**

**DEFERRED COMPENSATION PLAN UPDATE:** Business Manager Nash reported to the Board that HID is still waiting for the proposals to change from Deferred Compensation to a different retirement plan. Business Manger Nash stated that once she received those proposals, she would email them over to the Board to approve and then ratify at the June 12, 2025 Board Meeting to ensure a quicker transition.

**ADJOURNMENT:** There being no further business, Director Bolen moved to adjourn the meeting at 5:41 p.m. Director Zumwalt seconded the motion and it passed unanimously.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ian Findley Sonia Nash

Director Recording Secretary