



Devils Lake Water Improvement District
Regular Board Meeting via zoom
January 12, 2023

MINUTES

Called to order by Chair Tina French at 6:04 pm

Roll Call

DLWID Directors Present: Tina French, Mitch Moore, Susan Elworth. Keith Fowler joined soon after the meeting started, due to computer problems.

Robb Ellis has moved away and resigned from the board.

Lake Manager, Executive Director: Joshua Brainerd

Guests: Colin Teem, Christina (office administrator)

Approval of Consent Agenda and December Meeting Minutes

MOTION: Moved by Mitch Moore, Seconded by Tina French. No discussion. Motion passed unanimously.

Approval of Monthly Financial Report

MOTION: Moved by Tina French, Seconded by Susan Elworth. No discussion. Motion passed unanimously.

Public Comments

No one was present for public comment. Joshua Brainerd stated that he had heard from Carl who wanted to know about the marina and he told him there needed to be a work session before it was on a meeting agenda. In addition, Mr. Vaughn was sent a link and invited to join the conversation, but he had not yet joined the meeting.

Board Candidate Interviews

One of the two candidates, Colin Teem, was present. He spoke about himself, his experience with boards and organizations, as well as his time spent on the lake. He also answered some questions from the board.

Discussion took place about board member term expiration dates. Voting took place using the chat feature, or by email, with board members sending their vote for Colin Teem or Bill Vaughn to Josh by

direct message in the chat. Susan re-joined during discussion of work session scheduling and was instructed how to vote.

District Projects and Operations Communications Report

- District staff is preparing a timeline to prepare for the November 2023 election to go for tax levy again and adjusting the outreach message, and is scheduling a board work session to discuss the next steps. Tina suggested a work session to talk about capital improvement projects. Eric will resend the doodle poll with possible dates.
- Project summaries are being formatted to post on www.dlwid.org. It was pointed out that this website updating will be important prior to the levy being placed back on the ballot. Discussion also took place about timing for that. Josh will look for information at the special districts conference in Bend, and also information about fundraising. Tina suggested that Josh reach out to Rob Dahlman at the fire district. Suggestions were made for methods to let the public know about the work that is being done. Susan suggested meeting in March since she will be gone in February. Discussion took place later in the meeting about having a goal setting workshop and a comprehensive discussion of what needs to be accomplished this year.

Google Calendar Docs

Discussion took place about the method for communication of meeting dates and document distribution.

Election Results

Colin was unanimously elected to fill the unexpired term of Robb Ellis. A short discussion took place about filling board positions, and what those positions are. Tina said that historically there has been a chair, vice-chair, secretary/treasurer, and two directors-at-large. Susan asked about who was preparing minutes and discussion took place about recording this meeting and preparation of the minutes. Discussion also took place about duties of the treasurer.

Lake Bottom Aeration Project

- The main air supply line developed a leak. It was patched and has been operating without issue.
- All equipment is fully operational and maintained per schedule. A compressor service and diffuser inspection have been completed. Diffusers will be cleaned once weather allows.
- Keith asked about the hose that had a leak, and Josh said it is a blower hose. They talked a little about that hose.

Devils Lake Aquatic Vegetation Management

- District staff is evaluating options to expand and increase the efficiency of our mechanical harvesting operation. One additional operator is currently being trained with the possibility of at least one more to be trained before spring 2023.

- Tina asked about the method DLWID is being charged for leasing of the machine and why it is not engine hours that is being used, and encouraged use of the harvester machine 10 or 12 hours per day in the summer, before the high recreation season. Josh is looking for another used harvester, and Tina suggested several trained operators. Mitch talked about improvement of the off-load sites. Susan suggested a better system for volunteers. Mitch would like a system for DLNA members to donate funds for weed removal, but not to specific properties.
- District staff continue to work with the ODFW to complete the necessary information required for the grass carp stocking permit. The district has submitted our lake management plan and draft grass carp permit to ODFW. The next ODFW Commission meeting is scheduled for 2/17/2023. The target date for re-stocking is late Spring 2023. Preliminary cost estimates for the required size and tagging are \$30.00 per fish. Josh and Susan have been working with the attorney, who will attend the February 17th meeting, when direction by the commission could be given to grant the permit. The number of grass carp was discussed. Discussion also took place about letters to the commission in support of the grass carp stocking permit.
- District staff and Lincoln City Manager, Daphnee Legarza, met late last month to discuss Lincoln City's responsibility for lake maintenance of City owned properties. Topics included the D River Dredging project, submerged aquatic vegetation management, and DLWID's ongoing need for financial support to maintain in-water City areas. Lincoln City has agreed to fund in-water removal of vegetation near some city owned parks and canals. Josh is getting information to Daphne for presentation to legislators during the League of Oregon Cities' City Day at the Capitol.

Devils Lake Flood Protection

- The permit draft is complete. We are awaiting Lincoln City's approval of the plans.

ACTION ITEMS

Obtain approval from Lincoln City

New Business

Appointment of budget committee for 2023-2024 fiscal year

There are three vacant positions on this committee. Generally, there is one two-hour meeting once a year. Tina suggested that Josh contact Bill Vaughn and thank him for being willing to fill the vacant board position and ask him to serve on the budget committee. Josh said that the application is available on the DLWID website, under resources.

MOTION: Mitch Moore moved to appoint Josh as the budget officer and approve the budget calendar for the 2023-2024 year with the existing slate of budget committee members and the hopes to complete the vacancies. Motion was seconded by Tina French. No further discussion took place and the motion passed unanimously.

Non-Agenda Items

Mitch asked Josh to allow him to share his screen and talked about work to be done at the Blue Heron Landing property. He has created a presentation with his idea of improvements, including the parking lot level, staircases, food court, kayak rentals, room for district storage, meeting room space, lab, visitor center. Building is 40 x 80, and the meeting room is about 32 x 32. Tina suggested overhead doors to allow outdoor use. Mitch suggested he ask his neighbor who is an architect to give them a cost estimate. He was encouraged to spend more time on this idea.

Susan asked about last week's executive session and action that needed to be made at this meeting.

Tina said that during executive session Josh's compensation package was reviewed and the board came to consensus. During that executive session discussion also took place about moving his review/compensation to take place no later than June 30, so that it coincides with the budget year.

MOTION: Tina moved to give Josh a 4.6% CPI increase, as well as continue paying for his phone allowance, his car allowance, those did not change, and continuing funding 100% of his health insurance, and dental insurance, long and short-term disability, and 5% contribution to his retirement plan. And to schedule an executive session in May for his performance review. Susan seconded the motion. No discussion followed. Colin abstained from the vote, and all other board members voted to pass the motion.

Susan asked about the ODFW permit and whether there needed to be a motion to proceed. It was agreed that this process was pursuant to direction given previously.

ACTION ITEMS

None

Adjournment

Chair Tina French adjourned the meeting at 7:43 pm.

Submitted by: Susan Wahlke