MINUTES OF THE BOARD OF DIRECTORS MEETING FOR MOAB IRRIGATION DISTRICT #20

The Board of Directors of Moab Irrigation District #20 met in regular session at the District Office, 25805 E. Trent, Newman Lake, Washington, on November 19, 2024. The meeting was called to order at 3:00 p.m. by Chairman Neff.

## ROLL CALL

Chairman Neff and Board Directors Ayles, Phelps, Peplinski and Rasmussen were in attendance. Others in attendance included District Manager Inch and Board Secretary Radmer.

## VISITORS

## The following visitors attended: Eric Schram, David Pfeiffer, Shawn Eller, Nathanial Holy, and Robert Snow. Robert Snow, representing 2025 Director for Position #3, was there to introduce himself and to familiarize himself with the District’s Board Meeting process. Nathanial Holy attended to introduce himself as a candidate for Director Position #2 for the upcoming district election on December 10th and accompany his written request for forgiveness. Eric Schram was there to present his request for forgiveness. David Pfeiffer and Shawn Eller attended to learn more about Moab’s process for setting rates to assist them in their planning efforts.

## GENERAL BUSINESS

The Board reviewed vouchers #1297 through #1299 totaling $191,494.27. Director Phelps motioned for the vouchers to be paid; Director Rasmussen seconded. The motion passed unanimously.

The Board reviewed the October 2024 meeting minutes. Director Rasmussen motioned to accept the minutes with a proposed amendment and Director Ayles seconded. The Board reviewed the minutes of November 12, 2024, Special Election Meeting. Director Phelps motioned to accept the minutes as presented. Director Rasmussen seconded. Both motions passed unanimously.

Financial statements for October 2024 were accepted as presented.

### ENGINEER’S REPORT

Engineer McMulkin did not attend this session.

### ATTORNEY’S REPORT

Manager Inch shared an email communication from Attorney Dunham where he recommended the district discontinue the practice of forgiving a portion of excess charges, “forgiveness requests,” due to the financial interests of the district. He briefly discussed potential scenarios where this practice may be deemed acceptable, as “forgiveness” isn’t automatically deemed a “gift” under the WA State Constitution, as long as the district is receiving something in return for the practice.

### MANAGER’S REPORT

Manager Inch provided his field maintenance report and project list. He provided the results of a joint meeting regarding the creation of a Group B Water System on Lakeview Rd. He contacted Century Link about the poor internet and they sent him a replacement router. He began to construct a draft letter to the district’s ratepayers to be sent out in January 2025.

Manager Inch provided historic usage patterns and additional context to supplement the requests for forgiveness submitted to the Board.

### SECRETARY REPORT

She provided updates on the items she has been working on. She revealed her progress developing the 2024 District Election documents, website design and content, and the district communication scheduled to drop on November 25th. The board was presented with a copy of the letter she sent to 2024 Bulk Water users communicating the October 2024 board decision to sunset the bulk water offer and provision offered to the 2024 users.

She provided an update regarding Moab’s uncollected revenues: $59,038.97 in uncollected excess water charges and roughly 26% or $92,361.41 in uncollected tax assessment revenue; totaling $151,400.38, which represents 23% of Moab’s total operating budget for 2024.

Secretary Radmer addressed David Pfeiffer and Shawn Eller’s inquiries regarding how Moab’s budget is derived. She explained financial analysis process, the process for developing projected revenues and expenses, and described how the past, present, internal and external factors influence and shape Moab’s budget.

Secretary Radmer gave a presentation discussing WA Employer Reporting Requirements, their impact on Moab’s budget historically, and how they influence Moab’s budget in the present, for employee and employee related expenses. She presented the flaws that exist in Wage Surveys, how the data that is presented does not accurately tell the compensation “story,” and why closer inspection is needed. She presented an activity, “Would you rather be Joe or Jack?”, where at first glance, it appears Jack is compensated at a higher wage. Despite Joe and Jack working the exact same hours and keeping the exact same schedule, we learn that Joe, despite being paid noticeably less per hour and less for On Call, actually gets paid annually and takes home more compensation. She illustrated how critical it is for an employer to understand how their own payroll practices, employee policies, and employer tax practices impact the compensation structure – resulting in higher compensation for employees who have very little responsibility or accountability for the success of the District, with decreased compensation for those that do, and resulting in the attrition of a key employee.

Per District’s attorney, Aaron Dunham, it was advised that we address employee classifications, timekeeping practices, overtime policies, and On Call portions of our employee policies prior to January 2025. He advised the board to devise a high-level process/plan for succession planning, to include constructing current job descriptions defining roles, areas responsibilities, examples of duties and reports, district expectations, and education/licensing requirements.

**CHAIRMAN AND/OR DIRECTOR REPORT**

Chairman Neff facilitated a round robin discussion with the Board Council regarding the 2025 proposed budget and proposed rate recommendation. He asked the fellow Board Members where they would like to cut expenses. They were unable to reach a decision. The Board requested Secretary Radmer recalculate Irrigation rate at certain percentages and communicate how it impacts the budget by the next meeting on December 3rd, 2024.

**NEW BUSINESS**

None at this time

## OLD BUSINESS

None at this time

## ADJOURNMENT

As there was no further business, Chairman Neff adjourned the meeting at 5:00 p.m. this 19th day of November 2024.

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Chairman Jack Neff

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Secretary to the Board, Jeanette Radmer