

FOUR RIVERS VECTOR CONTROL DISTRICT

56478 SOLAR DRIVE, BEND, OR 97707
WWW.FOURRIVERSVECTORCONTROLDISTRICT.COM

Minutes Board of Trustees – Regular Meeting May 21, 2025 – 6:00 p.m.

Call to Order: Chairman Rodney Dieckhoff call the meeting to order at 6:05 p.m.

Roll Call: Members present; Amy Varner, Eva Wild Crain, Lawrie Dieckhoff, Duncan Atwood, and Rodney Dieckhoff. Members absent: None **District Employees:** Siera Dieckhoff **Visitors:** 2 Virtual, 2 In-Person

Public Comment: No public comment

Approve previous meeting minutes:

Meeting Minutes for January 15, 2025: Duncan Atwood made a motion to approve the meeting minutes for January 15, 2025, Lawrie Dieckhoff seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes. The motion carried unanimously.

Meeting Minutes for March 26, 2025: Amy Varner made a motion to approve the meeting minutes for March 26, 2025, Eva Wild Crain seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes. The motion carried unanimously.

Meeting Minutes for April 2, 2025: Duncan Atwood made a motion to approve the meeting minutes for April 2, 2025, Amy Varner seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes. The motion carried unanimously.

Meeting Minutes for April 23, 2025: Lawrie Dieckhoff made a motion to approve the meeting minutes for April 23, 2025, Eva Wild Crain seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes. The motion carried unanimously.

Meeting Minutes for April 30, 2025: Meeting Minutes were tabled until the next meeting as Eva Wild Crain would like to add additional verbiage in the meeting minutes regarding her motion for a budget committee.

Treasurer's Report

Treasurer's Report for YTD April 30, 2025: Duncan Atwood made a motion to approve the Treasurer's Report for YTD April 30, 2025, Lawrie Dieckhoff seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes. The motion carried unanimously.

Regular Meeting Minutes May 21, 2025

Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes. The motion carried unanimously.

Manager Update

Rodney read the manager's update and there were a few questions regarding the helicopter treatment and exploring options for mailing out notifications for residents along the river. Also questions about when the helicopter treatment may take place. Sierra Dieckhoff addressed the questions and mentioned the options for notifying residents and that we are exploring the most cost-effective options, and that we are working with Edgefield aviation on a date, but we are waiting for the approval of the FAA before setting a tentative date for treatment. Please see attached document for more information on manager's update.

Old Business

- a) Motion to approve board review of receipts/transactions from January 2023-Present: Eva Wild Crain made a motion to approve the entire board to review receipts/transactions for specific charges from Costco, Safeway, Fred Meyer, Walmart, Sportsman's Warehouse, and Amazon, Amy Varner seconded the motion. Lawrie Dieckhoff asked that specific receipt/transactions that board members would like reviewed be submitted to the district email no later than June 30, 2025 to provide staff time to gather documents for next meeting. Rodney Dieckhoff – Yes, Amy Varner – Yes, Eva Wild Crain – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes. The motion carried unanimously.
- b) Motion to approve Employee Handbook/Policy Handbook: Duncan Atwood made a motion to approve the employee handbook/policy handbook as presented; Amy Varner seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes, Eva Wild Crain – Abstained. The motion carried unanimously.
- c) Motion to approve District Bylaws: Duncan Atwood made a motion to approve the employee handbook/policy handbook as presented; Eva Wild Crain seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes, Eva Wild Crain – Yes. The motion carried unanimously.

New Business

- a) Motion to adopt the approved budget for FY 2025-2026: Duncan Atwood made a motion to adopt the approved budget for FY 2025-2026; Lawrie Dieckhoff seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes, Eva Wild Crain – Yes. The motion carried unanimously.
- b) Board Member Term Expiring June 30, 2025 – Eva Wild Crain: Board Chairman Rodney Dieckhoff explained that our board positions are appointed by the county commissioners, and the district board of trustees does not vote on board positions. The board is allowed to nominate members and/or any member of the district may nominate themselves. Eva Wild Crain stated she would like to be reappointed to her board position, we also had a member of the district (public), Jim Close, who would like to be nominated for the position as well. Board chairman Rodney Dieckhoff asked the individuals to submit a cover letter style document containing information on why they

would like to be on the board along with any other relevant information they would like to include. They were asked to send it to the district email as soon as possible for district staff to submit the nominations to the county for the county commissioners to review and appoint a member to the board.

Good of the Order – Future Agenda Suggestions

- a) Formal Complaint: Board Chairman Rodney Dieckhoff explained that there was a Formal Complaint filed against him by Amy Varner with Deschutes County. Deschutes County discussed the topic at their board meeting noting that a public hearing will need to be held as it is mandated by state legislature. The public hearing may be cancelled if the parties involved would like to resolve the issues 'offline' and Amy Varner would like to withdraw her complaint. Amy and Rodney agreed that they would like to resolve this prior to needing to hold a hearing in front of the county commissioners. A discussion will be held between held between the parties involved at a later date.
- b) Motion to place Jeremy Green on retainer as attorney for district: Board chairman Rodney Dieckhoff asked for a motion to approve to place Jeremy Green on retainer for the district in the instance the formal complaint goes to a public hearing for any legal repercussions the district may incur. Lawrie Dieckhoff made a motion to place Jeremy Green as a retainer as an attorney for the district; Eva Wild Crain seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes, Eva Wild Crain – Yes. The motion carried unanimously.
- c) Wage Analysis Update: Lawrie Dieckhoff gave information regarding the requested wage analysis. She has reached out to several companies and has yet to hear a response but will continue to reach out. Sierra Dieckhoff also tried to reach out to HR Answers as they are a consulting service we have access to through SDAO, she also has not gotten a response. Updates will be made available as soon as possible.

Schedule next meeting: The next meeting is scheduled for July 16, 2025 at 6:00 p.m. at the district office located at 56478 Solar Drive, Bend, OR 97707.

Adjourn Meeting: Board chairman Rodney Dieckhoff asked for a motion to adjourn the regular meeting at 7:30 p.m. on May 21, 2025. Duncan Atwood made the motion; Amy Varner seconded the motion. Rodney Dieckhoff – Yes, Amy Varner – Yes, Duncan Atwood – Yes, Lawrie Dieckhoff – Yes, Eva Wild Crain – Yes. The motion carried unanimously.

Manager's Update
Board of Trustees – Regular Meeting
May 21, 2025, at 6:00 p.m.

Treatment Update:

Operations are underway for the season, but we are encountering some early challenges due to unusually high-water levels across the district. Many areas that normally contain standing water now have active water flow, making larviciding ineffective. Additionally, several treatment zones are currently inaccessible due to water depth, limiting our ability to treat effectively for the time being.

Helicopter Treatment:

Sierra has been coordinating with Edgefield Aviation to schedule a helicopter treatment; however, we are in the process of working with the FAA to secure a congested use permit. This permit requires significant public notification efforts, including issuing a press release to news and radio outlets, posting treatment area notices on social media, and either mailing or delivering door-to-door notices to residents near the river. We've identified approximately 1,000 residents who must be notified and are currently exploring mailing options to meet these requirements, as in-person notice would be highly labor-intensive. We estimate the printing and mailing costs to fall around ~ \$3,000.

Truck Purchase:

We recently purchased a new (used) truck and continue to monitor vehicle listings with the intent of updating our fleet in the upcoming budget cycle. Our seasonal employees have been busy preparing the fog trucks—getting them cleaned, serviced, and operational for the season. With favorable weather, we hope to begin fogging within the next couple of weeks.

Audit Update:

We recently met with our auditor, who is finalizing the Year-End 2021, 2022, and 2023 audits. They informed us that after June 30, 2025, they will no longer be performing audits for public entities. This means we will need to secure a new auditor moving forward; however, they did indicate they may be available to assist us during the transition. We will continue to keep you updated on this process.