

SPECIAL MEETING MINUTES

September 17, 2026

64697 Cook Ave

Bend, Oregon 97703

BOARD: Jack Billings, Martin Warbington, Yves Teirlynck, Jeff Stuermer
STAFF: Chris Schull, April Spath
GUESTS: Christy Benton, Susie Hart, David Arnold, Becky Arnold, Bob Varco, Nunzie Gould, Jim Guild, Kevin Crew. Zoom Attendees: None

Chairman Billings called the special board meeting to order at 1:00 p.m. and appointed April Spath scribe. It was noted that Susie Hart was recording the meeting.

DECLARE VEHICLES SURPLUS

With the purchase of two new trucks, the District no longer has a need for the 2002 Ford Ranger (Unit 31) or the 2017 Dodge Ram (Unit 41), which has a blown engine. Vice Chair Warbington moved to declare both vehicles surplus. Chairman Billings seconded the motion. Director Teirlynck and Director Stuermer voted in favor and the motion passed with a 4-0 vote.

PURCHASE OF UNITS 50 & 51

As discussed, and approved at the previous regular meeting, Manager Schull purchased two 2026 Ford F-250 trucks for a total cost of \$94,993. Director Stuermer moved to use the reserve funds designated for equipment replacement pursuant to Resolution 2026-01, adopted March 10, 2026. Vice Chair Warbington seconded the motion. Chairman Billings and Director Teirlynck voted in favor. The motion passed unanimously, 4-0.

ELECTION POLICY

The Board reviewed a draft revised Election Policy, including a correction to the ORS citation in the opening paragraph and proposed revisions to Section IV.B(2), as previously discussed.

Director Teirlynck expressed concern regarding the incorrect statutory citation and whether additional errors may exist. He stated he would like to see clarification of the Election Official's duties and authority and suggested replacing the term "consult" with "concur" regarding the Election Official's authority.

Patron Dave Arnold, who recently served as a judge during the District's last election, provided input on the election process. He stated that he believed the District had an effective process in place and questioned the need for policy revisions.

Director Stuermer explained that the intent of the revisions was to provide greater control over the distribution and receipt of voter registration cards. The Board also discussed whether patrons may create and print their own registration cards. Stuermer questioned whether additional details regarding ballot security should be included, and the process for selecting election judges. Manager Schull explained that judge recommendations may be submitted by anyone and that he reviews the list of electors from the division in which the election is being conducted.

Patron Nunzie Gould requested clarification regarding who is authorized to distribute voter registration forms and verify their authenticity and completeness. The Board agreed to revise Section IV.B(2) to authorize the Election Official, or a designee, to perform these duties.

Patron Susie Hart referenced a letter from Kathy Powell stating her belief that the District cannot prohibit patrons from assisting with the voter registration process. Chairman Billings stated that he believed the District adequately communicates election information to patrons but noted that some patrons choose to not review District communications or return the voter registration cards provided by the District.

Director Teirlynck moved to approve the Election Policy with the revisions discussed. Vice Chair Warbington seconded the motion. Chairman Billings and Director Stuermer voted in favor. The motion passed unanimously, 4-0.

LOCAL CONTRACT REVIEW BOARD

At 1:54 p.m., the TID special meeting recessed and convened as the Local Contract Review Board (LCRB) to conduct the advertised public hearing and receive comments on the draft findings for an exemption from the competitive bidding requirement.

Two contractors requested copies of the Findings of Fact. No public comments were received as a result of those inquiries.

The Board reviewed Resolution No. 2026-05, Adopting Findings of Fact and Authorizing an Alternative Solicitation Process for Piping. Manager Schull explained that the Board could approve a resolution specific to Group 6B or a resolution covering all remaining piping projects identified in the WaterShed Plan. Nunzie Gould expressed a preference for completing the process for each individual project. Manager Schull clarified that each project would remain subject to its own public bidding process and that the resolution would only authorize the District to use an alternative solicitation process when soliciting bids; it would not eliminate the bidding requirement.

At 2:06 p.m., the LCRB adjourned and the TID special meeting reconvened.

Director Teirlynck voted to approve the Group 6B–specific resolution on the following understanding, which he asked to be reflected in the minutes: *this approval is made in order to keep the Group 6B construction schedule on track, and does not constitute a finding that the pre-September 17 solicitation activity was properly authorized.*

Director Stuermer moved to accept Resolution No. 2026-05, Adopting Findings of Fact and Authorizing an Alternative Solicitation Process specific to Group 6B. Director Teirlynck seconded the motion. Chairman Billings and Vice Chair Warbington voted in favor. The motion passed unanimously, 4-0.

Engineer Kevin Crew noted that, although the public hearing advertisement timeline was not as originally scheduled, the notice met the required 14-day period. He further noted that all contractors who received the bid documents were informed that the District was using the alternative solicitation process.

Manager Schull and Engineers Kevin Crew and David Prull evaluated and scored the four qualifying proposals. Taylor NW received the highest overall score.

Nunzie Gould requested clarification regarding the scope of authorization as the piping project progresses and the process for approving change orders. Chairman Billings explained that the Kevin Crew would review proposed change orders to determine whether the costs are reasonable and whether the additional work is necessary and authorized by the District. Crew further addressed the Board's questions regarding the change-order process and its necessity.

Vice Chair Warbington moved to award the contract to Taylor NW for the Group 6B piping project. Director Teirlynck seconded the motion. Chairman Billings and Director Stuermer voted in favor. The motion passed unanimously, 4-0.

NOVEMBER MEETING CHANGE

Vice Chair Warbington proposed changing the date of the November regular Board meeting, normally held on the second Tuesday of the month. The Board agreed to reschedule the meeting to November 16.

ADJOURN

Director Stuermer made a motion to adjourn the special board meeting at 2:44 p.m. and Vice Chair Warbington seconded the motion. Chairman Billings and Director Teirlynck voted in favor, and it passed unanimously with a 4-0 vote.