

# Regular Meeting Minutes

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2018 Klamath Project Drought Response Agency  
Regular Board Meeting  
September 12, 2018  
11:00 PM

A Board of Directors meeting of the 2018 Klamath Project Drought Response Agency (DRA) was scheduled to hold a regular scheduled meeting Wednesday September 12, 2018 in the KDD conference room, located 250 Main Street, Klamath Falls Oregon. The meeting failed to present a quorum. The directors agreed to confer via a conference line at 4pm to discuss the Request for Proposal (RFP). Legal Counsel will email RFP to all members for review prior to meeting called.

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## MEETING CALLED TO ORDER

The Board of Directors meeting of the 2018 Klamath Project Drought Response Agency (DRA) was called to order over the provided conference line, Wednesday September 12, 2018 at 4:17pm.

## ROLL CALL

Directors Present on Call: Luther Horsley, Michael McKoen, Marc Staunton & Jerry Enman.

Guests call in: Chelsea Shearer, Bill Ganong, Richard Deitchman, Moss Driscoll, Lee Burget & Nathan Ratliff.

The Board was presented with a draft RFP to consider for publication via email.

Motion: To amend the RFP to reflect the adjusted 9.34 million instead of 10 million.

Motion by: Jerry Enman Second by: No second heard

Action: Motion fails

The board discussed the details of the RFP. The group concluded that they will send the Request for Proposal to three firms and give a 7 day response time.

Motion: To send RFP out to three engineer firms.

Motion by: Luther Horsley Second by: Jerry Enman

Action: Motion carried unanimously

Nathan Ratliff stated the attorney fee's are close to being over the approved \$5 thousand dollar cap. He stated that the board had the authority to extend the a cap of \$10 thousand which would most likely be exhausted by October. At that point a formal bid will need to take place.

Motion: To extend counsel's contract up to \$10 thousand dollars.

Motion by: Jerry Enman Second by: Luther Horsley

Action: Motion carried unanimously

Contract for services by Chelsea Shearer will move to the next meeting.

The board discussed forming a committee of two to review and score the RFP's received. A notice of the committee meeting will be posted and will be open to the public.

Motion: To appoint Luther Horsley and Marc Staunton to the committee.

Motion by: Jerry Enman Second by: Luther Horsley

Action: Motion carried unanimously

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Motion: To table all unresolved agenda issues to next meeting.  
Motion by: Luther Horsley Second by: Jerry Enman  
Action: Motion carried unanimously

Being no further business, Marc Staunton adjourned the meeting at 4:37 pm. The next meeting will be held at Tulelake Irrigation Districts conference room on September 26<sup>th</sup>.

### Next Meeting

Meeting will be held every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the month at 11am with locations to be announced.

Minutes Prepared by Chelsea Shearer

Approved: Marc Staunton  , President

Approved: Rob Unruh  , Secretary