

**NORTH UNIT IRRIGATION DISTRICT
JEFFERSON COUNTY, OREGON
RESOLUTION NO. 2024-10
December 6, 2024**

A Resolution Regarding Water Meter Policy

FINDINGS:

- A. To ensure proper water delivery, the District operates on a demand system and regulates water conveyance and deliveries on a daily basis. If meters are not operated in the same manner as headgates, with a continuous flow taken for 24 hours, there can be fluctuations in water flow in conveyance ditches, which create problems for water users on the ditch downstream from the meters.
- B. Absent proper meter use and regulation, water users on the tail ends of conveyance ditches may experience either too much water or not enough water.
- C. Therefore, in order to properly regulate conveyance ditches where meters are in use a policy concerning the use of water meters is necessary and otherwise in the best interest of the District and its patrons.

NOW THEREFORE, be it resolved by the Board of Directors as follows:

Section 1. Resolution.

The North Unit Irrigation District (District) shall enact a water meter policy as follows:

INTRODUCTION

The objective of this policy is for the District to have standard, consistent, and uniform requirements for water users that have metered deliveries. This policy regulates how water deliveries that are measured and regulated through meters shall be delivered and calculated. The policy also establishes and confirms responsibility for repair expenses for broken meters.

SCHEDULE OF WATER DELIVERIES

- Water delivery orders for meters and orifice flow meters must be placed in the same manner as if the water delivery orders were occurring for a headgate.
- The minimum water order shall not be below a tenth of a cubic foot per second (0.10 cfs).
- Water users must take delivery of a continuous amount of water for 24 hours. Water users cannot take water early or shut off early. Delivery of water to meters will be made within the ditchrider's regular schedule.
- The 41 pipeline and Main Canal metered deliveries above Haystack Reservoir may temporarily divert water back into the Main Canal in cases of emergency and while changing irrigation lines; this water will be regulated in Haystack Reservoir.
- The ditchrider will determine if a water user is ordering the correct amount of water, based on the water use calculated on the meter. If it is determined that the actual amount delivered does

not correlate with the ordered amount, then the water user will be required to adjust the water order. Meters and valves will be locked after requested changes have been performed.

- The only changes that will be made outside of scheduled water deliveries will be for emergencies. Whether a change outside a scheduled water delivery constitutes an emergency is left to the sole discretion of the District. An emergency does not include a situation in which a water user forgets to make a water delivery order.

CALCULATING METER USAGE

- Meters will be read and calculated daily and then checked against the amount ordered. A water user will be charged for the greater of the amount ordered or the metered amount on a daily basis.
- When water users share a meter and use water on different days, the water use will still be calculated as provided above.
- For water users who share a meter and use water on the same days, the District calculates the percent ordered for each water user and then applies the percentages to the amount of water delivered through the meter. Each water user will be charged for the greater of the ordered amount or the percentage calculated of the metered amount on a daily basis. If water users on a shared meter believe that this is not a fair representation of the actual water usage, it shall be the responsibility of the water users to determine the correct usage as between the water users who share a meter and present a signed agreement to the District to allocate the water usage accordingly. The District may decide not to accept the agreement if the District determines that the agreement would unreasonably burden the District. The District will neither arbitrate nor be responsible for resolving any disputes between water users.
- When a meter is broken, water users will be charged based on the historical amount of water ordered until the meter is fixed.
- Meters that do not register due to small amounts of water flowing through the meter will be charged for the amount historically ordered or the minimum order of 0.10 cfs.

NEW METER INSTALLATIONS

- District patrons are responsible for all costs related to the installation of new water meters, including labor, materials, and, depending on available funding and installation circumstances, possibly the entire delivery cost.
- Only District-approved meters may be installed.
- The District will not install any new meters that will be used or shared by more than one water user.
- Effective as of the adoption of this Policy, the District will not install any new meters when the water order will be less than 0.10 cfs. Installation of orifice flow meters will be allowed if the District deems such meters to be feasible.
- Written agreements between the District and water users will be signed before the installation of new meters to allocate who will be responsible for any costs associated with the new meters.
- Each new water meter installation request form must be reviewed and approved by the District's Board of Directors prior to installation of the new meter.
- Meters can be installed on the Main Canal above Haystack Reservoir if the need is confirmed by the District, at the District's sole discretion.
- No new meters will be allowed on the Main Canal below Haystack Reservoir or laterals above or below Haystack Reservoir unless no other delivery options are available. If the District

determines a meter may be installed, a flow restrictor must be installed on the pump to limit any potential for over-drafting of the Main Canal or laterals. A bypass system shall be installed on each metered delivery to address excess water during an emergency or unplanned shut-down (for example, in the event of a power failure). The landowner must develop a plan to retain the ordered water during the shut-off period, so as not to cause returns back to the District's delivery system. The landowner must provide a copy of this plan with the written request to install a meter. District-approved meters will be installed on all District pipeline projects and existing delivery upgrades. Water users are required to pay for the meters; the District may assist with grant funding to offset up-front meter costs.

REPAIR COSTS

- The District patron will be responsible for all repair costs of the “Patron Responsibility” portion of deliveries, as depicted in Exhibit A, attached hereto and incorporated herein. The “Patron Responsibility” portion of deliveries includes labor and materials (including, but not limited to, water meters, batteries, patron valves, vent assembly, steel pipe, flanges, gaskets, and bolts). The “Patron Responsibility” portion of deliveries does not include the District service valve. See Exhibit A for additional information.

NON-COMPLIANCE WTH POLICY

- The District will work with water users to ensure their understanding of this policy and the requirements set forth in this policy. A water user who fails to comply with the requirements of this policy, following the advice and instruction of District counsel, shall have its meter removed and delivery reverted back to a headgate system. The water user will bear all costs associated with the conversion of the meter back to a headgate system.

Section 2. Effective Date.

THIS RESOLUTION SHALL TAKE EFFECT IMMEDIATELY UPON ADOPTION BY THE BOARD.

ADOPTED BY THE BOARD OF DIRECTORS OF NORTH UNIT IRRIGATION DISTRICT AT A REGULAR MEETING HELD ON THE ____ DAY OF _____ 2024, BY THE FOLLOWING VOTES:

AYES: _____ NAYS: _____ ABSENT: _____

ATTEST:

Michael Kirsch, Chairman

Joshua Bailey, Secretary-Manager