

Hayden Lake Irrigation District
2160 W. Dakota Avenue
Hayden, ID 83835-5122

January 5, 2021
Regular Meeting

The following are minutes of the regular meeting of the Hayden Lake Irrigation District Board of Directors, held at 2160 W. Dakota Avenue, Hayden, Idaho, at 5:00 PM on January 5, 2021.

- A. **CALL TO ORDER:** Meeting was called to order at 5:00 p.m. by Chairman Fleming.
- B. **ROLL CALL TO ESTABLISH QUORUM:** Present were Director Holton, Director Antrim and Chairman Fleming.
- C. **DECLARATION OF A QUORUM:** A quorum was declared.
- D. **APPROVAL OF AGENDA:** (*Action Item*) Director Holton made a motion to approve the January 5, 2021 agenda, seconded by Director Antrim, motion passed.
- E. **CONFLICTS OF INTEREST ON AGENDA:** (*Action Item*) None
- F. **APPROVAL OF MINUTES & FINANCIALS:** (*Action Item*) There are 40 checks (14021-14060) and three auto pays, totaling \$154,533.41. An itemized list may be found in the minutes book. Director Holton made a motion to approve the December 1, 2020 regular minutes, and the January 5, 2021 financials as presented, seconded by Chairman Fleming, motion passed.
- G. **PUBLIC COMMENT:**
- 88 Sargent Drive: Customer requested late fees be waived. Due to a change in their billing system, their payment was sent late. The customer did not appear at the meeting. The customer will be provided a letter explaining fees will not be waived. In the future, all customers requesting fees be waived will receive a letter explaining the Board's decision.
- H. **OLD BUSINESS:**
1. **Bureau of Reclamation:** Nothing new to report at this time. It is believed the delay is due to the Covid Pandemic. The Administrator will send an email requesting an update.
 2. **Tank 2 / 375 Lacey / Bond:** (*Action Item*) The tank foundation has been set and poured. Next is the stem wall. The District received the first tank invoice. The invoice provided a breakdown and included the mobilization fees. Buddy's Backhoe is waiting for materials. The materials must be American steel and iron products. The Board approved and signed the contract for McDermott, CB&I Storage Solutions. JUB covered several components of the tank process. JUB is

monitoring the foundation process, material orders, prevailing wages, contractors, and schedules. The contractors hit a weather window and were able to complete and cover the foundation. The stem wall should be poured this week and the foundation will be recovered. After the project is tempered and cured, the contractor will be taking a winter break but the local subcontractor, Buddy's Backhoe, will continue to work on the project. The City of Hayden, Strata, JUB and the District will meet this week to inspect the foundation. The District and contractors are taking pride in the tank. It is coming along nicely and will be an impressive sight once it is completed. This spring a crane will be brought in, approximately 200 feet in height. JUB and the District are ready to answer the public's questions through a press release and a Facebook update. Pictures of the tank will be posted on Facebook as the project progresses.

3. **Strawberry Fields:** Strawberry Fields' attorney submitted a public records request and the information was provided. Nothing else has been requested or received from the attorney.

I. NEW BUSINESS:

1. **Personnel Handbook:** The Board will review the Personnel Handbook to determine if updates or changes are required for this year. The handbook will be readdressed at the next board meeting.

2. **Monthly Combined Billing:** (*Action Item*) The District does not wish to tag properties for nonpayment monthly or send out separate delinquent notices. The monthly bills will include language informing customers the property will be tagged on or about the 14th of the month if payments are not received timely. Only accounts that are 60 days or more late will contain the language. Director Holton made a motion to approve the 60-day tagging warning on the monthly bills, seconded by Director Antrim, motion passed.

3. **Resolution 21-01, Abandonment of Right-of-Ways:** (*Action Item*) In 1910, Interstate Irrigation Company (nka: Hayden Lake Irrigation District) dedicated streets and highways located on numerous parcels in the Coeur d'Alene and Hayden, Idaho areas, to the public with the condition the District would uphold the right to construct and maintain canals and conduits in the right-of-ways. Some of the right-of-ways have never been used and others are now roads. The City of Coeur d'Alene expressed their belief that they have the authority to dispose of certain right-of-ways that are touching the City's limits as they deem fit and disputes the District's authority over the right-of-ways. Two such right-of-ways are in Delcardo Village and Vista Meadows. The District has agreed to abandon the right-of-way for Delcardo Village and Vista Meadows and there may be more abandoned in the future. The District would only abandon a right-of-way that it does not use or need. The Administrator is seeking authorization to abandon unused right-of-ways and approval of Resolution 21-01 which grants the District the ability to abandon the right-of-ways. Director Holton made a motion to approve Resolution 21-01, seconded by Director Antrim, motion passed.

4. **Vista Meadows, Resolution 21-02, and Delcardo Village, Resolution 21-03, Right-of-Ways Abandonment:** (*Action Item*) Resolution 21-02 would allow the District to abandon the right-of-way for Vista Meadows and Resolution 21-03

would allow the District to abandon the right-of-way for Delcardo Village. Director Holton made a motion to approve Resolutions 21-02 and Resolution 21-03, seconded by Director Antrim, motion passed.

5. **Adding new Board member Dawn Antrim and removing Matthew Alexander from the accounts:** (*Action Item*) Dawn Antrim took an oath to become a District director and was added to the District accounts as is an authorized signer.

K. STAFF REPORT:

Administrator Report: Administrator's report was given orally. He provided a review of the upcoming months schedule.

A motion was made by Director Holton to transfer \$64,563.53 from the MWB Connections account (5866) to the MWB Checking account (2557), seconded by Director Antrim, motion passed.

The Board authorized the District Administrator to make the final decision regarding the District's backflow software.

SETTING DATE FOR NEXT MEETING: - February 2, 2021

With no further business, a motion to adjourn was made by Director Holton and seconded by Director Antrim. The meeting adjourned at 6:38 p.m.

Respectfully submitted:

Dawn Chidester
District Clerk

Approved by:

Branden Rose
District Administrator