

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

**April 7, 2020**  
**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 April 7, 2020.*

- A. CALL TO ORDER:** Meeting was called to order at 5:00 p.m. by Chairman Fleming.
- B. ROLL CALL TO ESTABLISH QUORUM:** Chairman Fleming appeared in person, Director Alexander and Director Holton joined the meeting through Zoom. Director Dion was late to sign into the Zoom conference due to technical difficulties but did appear. A Quorum was established in accordance with Governor Little's Public Meeting Order.
- C. DECLARATION OF A QUORUM:** A quorum was declared.
- D. APPROVAL OF AGENDA:** (*Action Item*) Director Holton made a motion to approve the April 7, 2020 agenda, seconded by Chairman Fleming, motion passed.
- E. CONFLICTS OF INTEREST ON AGENDA:** (*Action Item*) None.
- F. APPROVAL OF MINUTES & FINANCIALS:** (*Action Item*) There are 36 checks (13679-13714) and three auto pays, totaling \$70,862.84. An itemized list may be found in the minutes book. Director Alexander made a motion to approve the March 3, 2020 regular minutes and the April 7, 2020 financials as presented, seconded by Chairman Fleming, motion passed.
- G. PUBLIC COMMENT:** None
- H. OLD BUSINESS:**
1. **Bureau of Reclamation:** The Bureau of Reclamation completed and provided the Memorandum of Agreement (MOA). Obtaining the MOA has been a two-year process. A couple of revisions are necessary. The Bureau listed the District's property as 1,100 acres but the District is up to 2,240 acres of land and the estimated payoff amount is incorrect. The District was originally established to service the agricultural community in Hayden but now the majority of the District customers live in residential developments. The cost to abandon the Bureau is approximately \$115,000.00. The District proposed quarterly payments. The Bureau will make the necessary revisions and get the MOA back to the District. The Board authorized the Administrator to approve the MOA once all changes are made. Director Holton made a motion to authorize the Administrator to sign the

revised MOA and for the District to make quarterly payments of \$20,000.00 to the Bureau, seconded by Director Alexander, motion passed.

2. **Tank 2 / 375 Lacey / Bond:** (*Action Item*) JUB presented four prequalifying letters to the four companies determined to be qualified to bid on the tower project; CB&I Storage Tank Solutions, LLC, Landmark Structures, Phoenix Fabricators & Erectors, LLC, and Caldwell Tanks, LLC. JUB is in the drafting period and should complete this process by next week. The draft process is 95% complete. The design process is similar to the draft process and is the next step. JUB believes the bid can be awarded in July.

The Administrator introduced Resolution 20-05, which was prepared by bond attorney Danielle Quade, and the DEQ loan offer. A couple of changes are required to the loan offer. The Board authorized the Administrator to sign the loan, pursuant to Resolution 19-03, once the revisions are made. Director Holton made a motion to approve and adopt Resolution 20-05, seconded by Director Alexander, motion passed. Attorney Danielle Quade will follow up with the loan offer so the District can move forward with the project.

3. **Mini Excavator:** (*Action Item*) The Administrator presented an updated Mini Excavator Bids list. The Board selected the Caterpillar mini excavator from Western States. Director Alexander made a motion to purchase the Caterpillar mini excavator from Western States, seconded by Director Holton, motion passed.

4. **10727 Seaside Easement:** (*Action Item*) Owner of 10727 Seaside provided a letter as did the previous owner of the property. They are requesting the Board permit the water feature located in the backyard of the property, in the easement, be permitted to remain. The previous owner was permitted to retain the water feature by signing an acknowledgment for the easement but the agreement was not transferrable to the new owner. Since the new owner purchased the home, she obtained a shed, built it in the easement, and planted a tree in the easement. Chairman Fleming said it all must be moved. This is an issue that has been addressed in the past by the Board and had the same outcome. The Board approved a letter drafted to send to the homeowner, which will be signed by Chairman Fleming.

5. **Hacienda Water District:** (*Action Item*) Hacienda Hills Water District is waiting for a response from their attorney. The issue will be tabled for the next meeting.

#### **I. NEW BUSINESS:**

1. **HLID Emergency Plan:** (*Action Item*) The District prepared Resolution 20-04 to address the Coronavirus pandemic. The Resolution will be added to the previously approved Emergency Plan and it will be forwarded to the District Attorney for approval. Resolution 20-04 was approved by the Board. The Resolution was created to assist with keeping the District staff and customers safe and healthy by limiting contact. Director Holton made a motion to approve Resolution 20-04, seconded by Director Alexander, motion passed.

2. **Modify Entrance for Customer Availability:** (*Action Item*) In an effort to maintain a safe work environment at all times, and to adhere to the District Emergency Plan, Administrator recommends the District remodel the conference room to allow for a new desk to be built into the corner, with two windows, one

accessing the outside and one accessing the walkway. This would permit the office staff to keep a distance and better serve the District customers. The Administrator prepared and provided rough draft drawings depicting what he had in mind. The Administrator suggest capping the remodeling project to \$10,000.00. Chairman Fleming suggested the project wait until the health crisis passes but suggested, when possible, the Administrator obtain some estimates for the project.

3. **Will Serve Bluegrass Lodge:** (*Action Item*) Bluegrass Lodge apartments requested a Will Serve for the second phase of the project. Director Holton made a motion to approve the Bluegrass Will Serve, seconded by Director Alexander, motion passed.

4. **T-Mobile Rental Agreement/Rent Reduction:** (*Action Item*) The District received a letter from Md7, a lease consultant for National Lease Optimization Program, regarding the cell tower located on Strahorn Road. The company purchased Sprint. The letter informed the District the cell tower rent will be reduced and gave the District the option of accepting the reduced amount of \$517.65 or settling for a one-time lump sum payment of \$71,996.00. The present cell tower rent is \$735.00 per month. The lease is not up on the current cell tower agreement, so the Board instructed the Administrator to refuse either option provided by Md7.

**K. STAFF REPORT:**

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

**SETTING DATE FOR NEXT MEETING:** - May 5, 2020

**L. EXECUTIVE SESSIONS:**

An Executive Session was not required.

With no further business, a motion to adjourn was made by Director Timmins and seconded by Director Holton. The meeting adjourned at 6:36 p.m.

Respectfully submitted:

Dawn Chidester

District Clerk

Approved by:

Branden Rose

District Administrator