

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

November 7, 2017
Regular Meeting

The following are minutes of a regular meeting of Hayden Lake Irrigation District held at 2160 W. Dakota Avenue, Hayden, Idaho at 6:05 PM on November 7, 2017

Meeting was called to order at 6:05 PM by Director Brian Eifler

Roll call was taken: Present were Director Eifler and Director Fleming; a quorum was declared. Director Tim Timmins was absent.

Staff: Branden Rose, Dawn Chidester, Paul Klatt

Visitors present: Ryan Nipp, Scott Krajack, Ray Kimble

Directors were polled for conflict of interest: None declared

Director Fleming made a motion to approve the October 17, 2017 minutes as presented, seconded by Director Eifler, minutes passed.

A motion was made by Director Fleming to amend the agenda to include the Tower in New Business.

Public Comment:

None

New Business:

- 1. Sting Will Serve:** Ryan Nipp, a Partner with Huetter, LLC, made a formal request for a Will Serve for the project located at 8049 N. Huetter Rd., Hayden, ID. The project will consist of two new water services on 9.5 acres. A new 2" service will be used for irrigation and a second service will be constructed when the proposed indoor soccer facility is built. A motion was made by Director Fleming to approve the Will Serve for the Sting Soccer Complex project, to be located at 8049 N. Huetter Rd., Hayden, ID, seconded by Director Eifler, motion passed.
- 2. Dialer Up-Date:** The dialer needs to be upgraded. It is the District's hope to have it done by spring 2018, with the work performed by Automatic Electrical Systems, Inc. (A.E.S.). The District proposes to replace/upgrade the existing Koyo DL0 master PLC to a Koyo DL260, connect 8 alarms from Dakota 1 to the 3rd card slot on the Sensaphone Express II dialer, add a 4th dialer card to the existing Sensaphone Express II dialer to be used for Carrington alarms, do programming, testing and follow-up and to create a new panel. The cost of the project will be \$3,600.00 for hardware and \$6,000.00 for labor and programming, for a total of \$9,600.00. A motion was made by Director Fleming to approve the proposed A.E.S. dialer upgrade at a cost of \$9,600.00, with 50% of the cost (\$4,800.00) to be paid up front, seconded by Director Eifler, motion passed.

3. **Tower:** Administrator and Paul Klatt, from JUB, met with Steven Kjergaard, Kootenai County Coeur d'Alene Airport Director, to discuss locations for a new water tower. The administrator and Mr. Klatt proposed 105 W. Miles as the tower location. Mr. Kjergaard rejected the proposed location and proposed the Lacey Well site. Mr. Kjergaard approved of the new tower at the Lacey Well location provided the tower is no more than 178 feet in height. District proposes JUB sign an agreement with the Airport to proceed with the new tower at the Lacey Well location. The cost of the agreement will not exceed \$13,600.00 without JUB approval. The cost will start the tower process, FAA forms, follow-ups, exhibits, site plans, special use permits and other necessary requirements. The amount will cover the "red tape" for the project. A motion was made by Director Fleming to proceed with the preparation of the FAA application for a water tank to be located on the corner of US 95 Highway and Lacey, seconded by Director Eifler, motion passed.

Unfinished Business:

1. **Carrington 16" Waterline Viking/Daughtary:** Scott Krajack, with Viking Construction, was present to discuss an Addendum to Annexation Agreement. Viking Construction proposed the Agreement regarding payment obligations and construction of the Infrastructure from Atlas to the Well site. Under the Annexation Agreement of July 1, 2008, paragraph 3.02, the District agreed to rebate Viking Construction at a rate of \$1,090.00 per connection from collected hook-up fees for up to 275 lots, for a potential total of \$299,750.00, and Viking Construction agreed to pay the District \$81,411.00 for their share of the preparation of the water lines and related infrastructure, as was required in paragraph 2.03 of the July 1, 2008 Annexation Agreement. With the signing of the Addendum to Annexation Agreement, Viking Construction and the District agree to reduce the number of connections eligible for the \$1,090.00 per connection rebate from 275 to 200 to offset Viking Construction's \$81,411.00 obligation. A motion was made by Director Fleming to accept the Addendum to the Annexation Agreement offsetting Viking Construction's obligation of \$81,411.00, seconded by Director Eifler, motion passed.

The District is still working on obtaining the Daughtary easement. JUB expressed concerns about the delay in obtaining the easement. Administrator assured JUB attorney Susan Weeks is working on obtaining the easement and hopes to obtain the easement shortly. Big Sky Construction will proceed with their preparation for the project after the upcoming Thanksgiving holiday, with an anticipated date of November 27, 2017, provided the weather permits. An encroachment permit will need to be obtained from the City of Hayden by the contractor.

2. **Well 5:** JUB requested an Agreement Between the District and JUB for the Larix Well No. 4 Pump and Motor Replacement, Task Order 8, for Scope of Work and Budget, for the tasks of preparing a well house civil, electrical and mechanical design, specifications and contract documents at a lump sum cost of \$8,700.00, and well house bidding, construction phase, start-up and testing services, at an estimated cost of \$12,200.00. Said services would include pulling the old pump for Well 5 and upgrading the electrical. A motion was made by Director Fleming to accept the Agreement Between the District and JUB for the Larix Well No. 4 Pump and Motor Replacement, seconded by Director Eifler, motion passed.

3. **Hayden Grove 1st Addition:** The project is in the record drawing stage. The District is waiting for attorney Susan Weeks to provide an easement from Kerr to the District. Hayden Grove 1st Addition shall herein after be referred to as the Hayden Grove 1st Addition Agreement.
4. **Water Master Plan:** The District has submitted information to JUB for their review. JUB anticipates major work to be done on the project in December of 2017 or January 2017, when the District has availability to assist with the project. JUB will be adding the tower project to the Water Master Plan in the future.
5. **Connection Fee:** The connection fees will increase by 5% on December 1, 2017, and an additional 2.5% on June 1, 2018. Notification of the increase was publicized on October 18, 21, 23, 25, 28 and 30. Further, the contractors doing business in the District were notified by letter informing them of the increase. No objections were received. The increase will go as planned.
6. **Vehicle Sale:** As of November 7, 2017, the District received 2 acceptable bids, 1 bid that was not clearly labeled and 1 bid that was under the asking price for the 1993 Dodge plow truck. The District received 2 acceptable bids for the 1998 Chevy. The highest bid will be awarded by the Districts Administrator after closing on November 8, 2017 at 8 AM.
7. **Employee Handbook:** There is nothing new to add regarding the handbook, but the issue will be readdressed in January of 2018, after the board has had an opportunity to review the sample handbook provided in preparation of the October 17, 2017 board meeting.

Staff Reports:

Administrator Report: Report may be found in the minutes book. A motion was made to by Director Fleming to accept the Administrator's request to be added to the Mountain West Bank accounts for the purpose of granting viewing access and permitting verbal inquiries. The board signed

Financial Report: There are 29 checks (12476-12506, with checks 12477 & 12478 voided) totaling \$68,837.57. An itemized list may be found in the minutes book. Director Eifler transferred funds in the amount of \$68,837.57 from the State Fund Account to cover the bills paid in the same amount.

Director Eifler made a motion at 7:30 PM to hold an Executive Session under Idaho Code 74-206 (1) (b): consider evaluation, dismissal, or disciplining of or to hear complaints or charges brought against, a public officer, employee, staff member and Idaho Code 74-206 (1) (c); Acquire an interest in real property which is not owned by a public agency.

Roll call vote:

Director Eifler: Yes
Director Fleming: Yes

A motion was made by Director Eifler to end executive session at 7:56 PM and return to the regular board meeting seconded by Director Fleming, motion passed.

With no further business, a motion to adjourn was made by Director Eifler and seconded by Director Fleming. The meeting adjourned at 7:57 PM.

Respectfully submitted,

Branden Rose
Administrator