

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

October 2, 2018
Regular Meeting

The following are minutes of a regular meeting of Hayden Lake Irrigation District held at 2160 W. Dakota Avenue, Hayden, Idaho at 6:00 PM on October 2, 2018.

- A. **CALL TO ORDER:** Meeting was called to order at 6:00 p.m. by Chairman Fleming.
- B. **ROLL CALL TO ESTABLISH QUORUM:** Present were Chairman Fleming, Director Holton and Director Timmins.
- C. **DECLARATION OF A QUORUM:** A quorum was declared.
- D. **APPROVAL OF AGENDA:** (*Action Item*) Director Holton made a motion to amend the October 2, 2018 Agenda to rearrange the order of new business, move item #5 to the #1 position and change SCS to FCS, seconded by Director Timmins, motion passed.
- E. **CONFLICTS OF INTEREST ON AGENDA:** (*Action Item*) No Conflicts.
- APPROVAL OF MINUTES AND FINANCIALS:** (*Action Item*) There are 39 checks (12949-12989) totaling \$98,148.48. An itemized list may be found in the minutes book. Checks 12959 and 12988 were voided due to misprint. The Administrator requested permission to transfer funds. Information for the transfer can be found in the minutes book. Director Timmins made a motion to approve the September 4, 2018 minutes and financials as presented, seconded Director Holton, motion passed.
- F. **PUBLIC COMMENT:** None
- G. **Board of Corrections: Notice of Assessment FY 2019**
Published in the Coeur D' Alene Press September 12th, 16th, 19th, and 28th, 2018.
- H. **Elections**
The Board reviewed the qualifications for voting for the upcoming election. The qualifications for voting are as follows:
- Must be a Member of the District;
 - Must Own Property in the District;
 - Must be a Registered Voter;
 - Must be at least 18 Years of Age; and
 - Must have Appropriate Picture ID.

I. **OLD BUSINESS:**

1. **Wells Larix #4:** The Larix Well pump will be pulled on October 3, 2018. The old shaft will be checked for variations in the column shafting. After testing, the District discovered the VFD was not the issue. The District will try and see if LD's will cover the cost of JUB.
2. **Water Master Plan:** John with JUB has been working with DEQ on a Facility plan, creating an environmental draft defining existing environmental impacts on wetlands, the aquifer and the already developed lands. JUB will have a 1-hour workshop and present preferred alternatives to the Board on October 23, 2018 at 5:00 pm through DEQ reviews and tech reviews. An open house will be scheduled to reach out to the Public. There is a 30-day time period for Public comment. Director Timmons made the motion for the workshop Director Holton seconded the motion, motion passed.
3. **Employee Handbook:** The Employee handbook is out for review by the District attorney and is expected to be back to Administrator by October 18,2018.
4. **Bureau of Reclamation Title Transfer, Resolution 18-08:** There is nothing new to report. The District is expecting to have to have an environmental study done. The Administrator recommended to use the individual the District attorney proposed to do the study for the Bureau of Reclamation and DEQ at the same time.
5. **Generator Installation Bids:** The generator is expected to arrive around October 20, 2018. The Administrator has the plans and blueprints for the pad and sidewalks. A bid from Eddings Concrete for \$2,300.00 was received to complete the pad with rebar and 2 sidewalks. A motion was made to accept the bid for the concrete work by Director Holton, the motion was seconded by Director Timmons, the motion was passed.

I. **NEW BUSINESS:**

1. **FCS Group/Connection Study & Cap Fees:** Angie with the Financial Consulting Services ("FCS") will present the Board a recommendation for a fee schedule to achieve the Districts goals. The plans will be done in Excel format, so the District will have the ability to update the plans, ensuring cap fees are in line with the requirements, and giving us references when setting the values. As projects come in, we can see how it will impact rates. This will help us with the master facility plan and the needs of the District. The time frame for updating the report varies with the growth and infrastructure, except a 5 to 10 year window. This study will comply with the ITBC Idaho Supreme Court ruling and will give the District legal protection. A motion was made to sign contract and agreement between FCS and HLID by Director Timmons, seconded by Director Holton, motion passed.
2. **Carrington #5:** The Administrator asked the Board to put the Carrington Well in motion. The water rights have been approved and need to be transferred and are ready to license. Without the tower, the District will need the Well to be completed by July 2019 to avoid the need for odd/even watering. With the delay of the tower, the Well will allow us to continue to supply water for the District's

customers. A motion was made by Director Holton to send the Well house out for bid, seconded by Director Timmons, motion passed.

3. **Coeur D Alene School District Will Serve:** The new Will Serve letter drafted up by the District attorney was read by the Administrator for approval. A motion was made to approve the Will Serve letter and to serve the Coeur D Alene School District by Director Holton, seconded by Director Timmons, motion passed.

4. **Laramie Estates Loop:** Postponed until November meeting.

5. **Nate Grossglauser/Giovanni Estates Lot Easement:** Nate Grossglauser did not appear. He would like to reduce the easement 13 feet off the edge of the property. He would like to build close to line. If this occurred, it would create a huge liability for the District. The Board was in agreement not to allow encroachment in the District easement.

J. STAFF REPORT:

Administrator Report: Administrator presented his report verbally and a copy is available in the minutes book.

Year-to-Date Budget:

Director Holton made a motion to approve the payment of the checks in the amount of \$98,148.48 and the transfers in the amount of \$112,000.00 from the EFT account to the sweep account, and \$37,497.08 from the credit card account to the sweep account, seconded by Director Timmons, motion passed.

SETTING DATE FOR NEXT MEETING: - November 6, 2018

K. EXECUTIVE SESSIONS: An Executive Session was not required.

With no further business, a motion to adjourn was made by Director Holton and seconded by Director Timmins, motion passed. The meeting adjourned at 7:38 p.m.

Respectfully submitted:

Cheryl Munds
Assistant District Clerk

Approved by:

Branden Rose
Administrator