

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

**November 6, 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 November 6, 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 Timmins made a motion to approve the November 6, 2018 Agenda, seconded by Director Holton, motion passed.
- E. **CONFLICTS OF INTEREST ON AGENDA:** (*Action Item*) No Conflicts.

**APPROVAL OF MINUTES AND FINANCIALS:** (*Action Item*) There are 43 checks (12990 to 13034) totaling \$115,510.78. An itemized list may be found in the minutes book. Checks 13024 and 13033 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 October 2, 2018 minutes and financials as presented, seconded Director Holton, motion passed.

- F. **PUBLIC COMMENT:** A revision of the order for Old Business at the request of JUB; 1 & 2 are moved to 4 & 5.  
A letter from Mr. Owen at 7008 Joanna Drive in Post Falls Idaho requesting an adjustment to his bill for water overage due to a leak. Mr. Owen was contacted on three different occasions about a leak and did not have it repaired until after the summer season in October.  
The District's Board has decided not to refund any amount of the overage due to the time it took to have the leak repaired after becoming aware of the issue.

- G. **OLD BUSINESS:**
  - 1. **Employee Handbook, Resolution 2018-02:** No other changes to the Employee handbook was indicated, A motion was made by Director Holton for the approval of the Employee Handbook, seconded by Director Timmins, motion passed.
  - 2. **Bureau of Reclamation Title Transfer, Resolution 2018-01:** The Bureau of Reclamation is looking to facilitate the transfer of titles to smaller Districts by

establishing a new categorical exclusion. This would streamline environmental reviews for simple, non-controversial or uncomplicated title transfers, that would not result in significant environmental impacts. A resolution was made by Director Timmons to abandon a portion of the 12" lateral C for Dakota Grove District, Director Holton seconded and Chariman Flemming signed the resolution at this time.

3. **Generator Installation Bids:** The generator is expected to arrive on Thursday November 8, 2018, fuel will arrive on Saturday, November 10, 2018. Testing of the generator will follow before the bid goes out for the transfer switch and electrical.

4. **Wells Larix #4 New Tower Carrington and Lacey Site:** Looking at two Sites: Paul from JUB stated that the contractor has until November 15, 2015 to present an acceptable course of action for the replacement of the equipment and pump. We are expecting the resubmittal by the end of this week or Monday. We will not accept a letter from the company stating that the pump is in good working condition instead of replacement.

**Lacey site** would involve moving the 20" main down Lacey Ave and asphaltting Lacey Ave.

**Carrington South:** CDA School District and Viking have agreed to donating property for well/tower site at this location. Water rights can also be negotiated. The City of Hayden would like to put in a lift station at the same time. Looking at Carrington seems easier and more cost effective The line would loop through Prairie and the CDA School District on this location. We will be proceeding with a letter to the airport and a submittal to the FAA for approval along with a request for an extension at the Lacey site until a final decision is reached. A survey will also be needed with the property owners permission, Viking might already have a survey done.

5. **Water Master Plan:** The workshop on October 23, 2018 presented four options for the Master Plan for the Districts Board to consider. A motion was made by Director Holton to accept Option #3, Three supply wells and 1 new elevated storage water tank of 2 million gallons and rehab of the existing tower. It was seconded by Director Timmins, motion carried. The facility plan will need to be presented to DEQ. We are expecting 6-8 weeks before a reply is received, then a draft will be created for public input and comment. This will be posted on the Districts announcement page to hear public comment.

## **I. NEW BUSINESS:**

1. **Laramie Estates Loop:** Michael Curry and the Pierce Family attended to request approval to send in a modification of the will serve letter and plan. The Administrator showed the property and the connecting property with a water main short of the Laramie property. Options were discussed. It was decided that the Administrator will speak with property owners on end of Cheyenne and the City of Hayden. A motion was made to accept the revised will serve letter by Director Holton and seconded by Director Timmins the motion carried

2. **Livestock Credits:** There are 6 properties with the livestock credits. Two of the owner's own livestock that are raised for income. It was decided to redefine

the definition of livestock for credits or look at abandoning the livestock credit altogether. We will look at this again during the December 4, 2018 meeting.

3. **Neopost DS-63:** Because of the growth of the District, a new folding and stuffing machine was presented to the District's Board, also discussed was the option of perforated postcard invoices. The cost for a new folding machine does not make it a viable option for us, as we bill quarterly. Director Holton made a motion to disregard the Neopost machine and investigate the cost of perforated postcard billing and to have the billing information formatted to postcard. Director Timmins seconded, motion carried.

4. **\$5.00 Fill-Up for Water Trucks (3K max):** We would like to have a fill station for water trucks and no longer provide hydrant meters to specific customers. This would help with the cost of the hydrant meters and brass fittings for each hydrant meter. Director Holton suggested we look at the fill stations the City of CDA are using and a card lock system. We will also be considering other options.

5. **Dakota Grove District Resolution Request:** See above. Old Business #2

**J. STAFF REPORT:**

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

**K. ELECTION:** Election was held for the 3-year term Board Member position. Candidates were Matthew Alexander and Doris Flemming. The election ended with a tie, 10 votes for Matthew Alexander and 10 votes for Doris Flemming. We will be contacting the District's attorney to find out how to proceed, according to the election judge.

One individual was turned away on the November 6, 2018 election: Ed Morse for non-compliance to the oath.

**L. EXECUTIVE SESSIONS:** An Executive Session was not requested.

With no further business, a motion to adjourn was made by Director Holton and seconded by Director Timmins, motion passed. The meeting adjourned at 7:45 p.m.

Respectfully submitted:

Cheryl Munds  
Assistant District Clerk  
Approved by:

Branden Rose  
Administrator