

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

June 5, 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 June 5, 2018

1. **CALL TO ORDER:** Meeting was called to order at 6:00 PM by Chairman Doris Fleming.
2. **ROLL CALL TO ESTABLISH QUORUM:** Present were Chairman Fleming, Director Holton and Director Timmins; a quorum was declared.
3. **READING AND CORRECTION OF MINUTES FOR APPROVAL:** Director Timmins made a motion to approve the May 1, 2018 minutes and financials as presented, seconded by Director Holton, minutes passed.
4. **PUBLIC COMMENT:** There was no public comment.
5. **STAFF PRESENT:** Branden Rose, Dawn Chidester, Paul Klatt, Susan Weeks
6. **VISTORS PRESENT:** Tom Magee, Pat Harrell
7. **CONFLICT OF INTEREST:** None declared
8. **NEW BUSINESS:**

ANNEXATION/WILL SERVE – BIG SKY DEVELOPMENT NORTH WEST CORNER OF HAYDEN AND HUETTER: The project is on hold. Big Sky still doing their due diligence. A Will Serve is pending.

DRIVE-WAY PAVING DISTRICT OFFICE: The District received three bids to asphalt the District parking lot. North Idaho Asphalt bid the job at \$10,815.00, POE Asphalt and Paving bid the job at \$14,221.26 and Coeur d'Alene Paving bid the job at \$14,770.30. Director Holton made a motion to award the job to North Idaho Asphalt, seconded by Director Timmins, motion passed.
9. **UNFINISHED BUSINESS:**

COMMERCIAL RATE DISPUTE, HAYDEN AVENUE SELF STORAGE: The District would like to clarify when it flushes the hydrants, they flush at the proper temperature for a period of 15 minutes to insure a proper flow.

The District has decided to offer two options to the District members who have existing fire hydrants situated on private property.

Option 1: The District will continue to provide water for fire flow purposes to existing fire hydrants/underground piping situated on private property. Such service is contingent on the member owning the real property on which the fire hydrant(s)/underground piping and the connecting line is situated, granting the District an express easement in a form as prescribed by the District. If such easement was not previously granted, the District will request an express easement be executed and delivered by the member within thirty (30) days of the member receiving a request for such easement. An easement will be prepared and provided if necessary. Should a member fail or refuse to provide such easement, the District will disconnect the hydrant(s) on the member's real property from the District's water lines and will not provide fire flow to the fire hydrant(s)/underground piping situated upon such real property.

Existing fire hydrants situated upon private property will pay a service fee of \$15.00 for each hydrant situated upon the member's real property when such hydrant(s)/underground piping is serviced. The District will not service the hydrant(s)/underground piping on a member's real property more than four times in a calendar year. At such time as the property is serviced, the member's door will be tagged informing them of the service performed, including but not limited to operating, adding oil, painting, and/or flag replacement. The service will be invoiced when completed.

In addition to the service charge, the member will be responsible for a hydrant/underground piping maintenance charge consisting of the actual cost of parts and an hourly labor fee as established by the Board. Notification of the maintenance required will be sent by certified mail. The District's financial contribution for the hydrant(s)/underground piping maintenance will not exceed \$100.00 per hydrant in a calendar year. The terms of this offer will remain in full force and effect until such time as the structure of the property is altered or over 40% of the structure is replaced.

Option 2: The District will continue to provide water for fire flow purposes to existing fire hydrants situated upon private property. This option will also be contingent upon the member owning the real property on which the fire hydrant(s), and connecting line is situated, granting the District an express easement in a form as prescribed by the District. If such easement was not previously granted, the District will request an express easement be executed and delivered by the member within thirty (30) days of the member receiving a request for such easement. An easement will be prepared and provided if necessary. Should a member fail or refuse to provide such easement, the District will disconnect the hydrant(s) on the member's real property from the District's water lines and will not provide fire flow to the fire hydrant(s) situated upon such real property. The District will charge \$150.00 per quarter. No additional maintenance and labor cost will be

accrued. The \$150.00 will be a flat rate per quarter. The first quarterly billing to include the \$150.00 fee will be generated April 1, 2019. When the District enters the property, the member will be notified and informed of the service, which will include but is not limited to operating, adding oil, painting and/or replacing the flag.

Commencing January 1, 2019, any member who requests a fire hydrant be placed upon private property will be required to pay the current connection fee as set by the Board for each hydrant connection to the system. The member will also be required to pay a flat quarterly maintenance fee as previously set forth herein. This will apply to future new connections.

On July 10, 2018, at 6:00PM, the Board will hold a public hearing for new private fire flow connections/capitalization fees. A letter detailing the options to the members with a fire hydrant(s) on private property will be sent by mail.

WELL LARIX #4 & CARRINGTON #5: The pump and motor are scheduled to arrive Friday June 8, 2018. The District anticipates being able to install the pump and motor on June 12th or 13th. The Well is set-up and ready for the install. The Department of Environmental Quality (DEQ) visited the Well and checked on the progress.

CARRINGTON 16" WATERLINE VIKING/DAUGHTARY: The project is on hold until September, pending the outcome of the tower. The project is essentially complete. However, the District still needs to do two crossings, one across Hayden and the other across Carrington. If the Vikings contractor can do the crossings, the District will wait for bids. A 16" sewer line still needs to be installed. JUB's record drawings are complete.

WATER MASTER PLAN: JUB is in the process of refining the plan and will have a good working model shortly. JUB is following up with Kootenai Fire Department regarding the fire flows. The Board will set fire flow goals for the public. It will assist with determining what the District will require for water storage. The goals need to meet the members' needs over the next 20 years. Once the goals are established, the District will hold a Public Hearing. The Board will also establish a list of alternatives to the Water Master Plan, one of which will include an option with no tower. This should strengthen the District's position for the water tower.

The FAA appeal period is at its end, June 14, 2018. If no formal appeal is provided, the avenues are exhausted.

EMPLOYEE HANDBOOK: The Employee Handbook is complete. The handbook will be emailed to the Board for review.

BUREAU OF RECLAMATION TITLE TRANSFER: The Bureau will be visiting the District on June 11th and 12th. The Board is invited to meet with the Bureau on June 12, 2018. The Bureau wants to tour the District and will be presenting a video

to the Board regarding the abandonment process. The District will explain Hayden Lake Irrigation District is a municipal more so than an irrigation District. The District has very few irrigated tracks left. The District presently receives no benefits from the Bureau.

RESOLUTION 18-07: The District will conduct a Public Hearing on new construction commercial fire flow fees/capitalization fees on July 10, 2018 at 6:00PM. A Notice of Public Hearing will be posted in the Coeur d'Alene Press, on the District website and at the District office. The District attorney will research and determine if a grandfather clause can be added to Resolution 18-07 regarding the transfer of title.

10. STAFF REPORTS:

Administrator Report: Report may be found in the minutes book.

Financial Report: There are 45 checks (12758-12805, checks 12786 & 12788 voided) totaling \$76,115.08. An itemized list may be found in the minutes book.

The Board opted to hold the July meeting on July 10, 2018 due to the Independence Day holiday on July 4, 2018. A Notice was posted on the District webpage informing the public of the date change.

The Board agreed to hold a public workshop on July 10, 2018 at 5:30PM to discuss the Fiscal Year 2019 Budget and Rates. Public Notices will be posted on the District website, the local newspaper and the District office.

Director Timmins made a motion to approve the payment of the checks in the amount of \$76,115.08 and authorizing the administrator to transfer funds from the Mountain West Connection account to the Mountain West ICS Connection account, from the Mountain West Capital account to the Mountain West Business Checking account, from the Mountain West Replacement account to the Mountain West Business Checking account, and from the Mountain West Credit Card account to the State Pool account, seconded by Director Holton, motion passed.

11. SETTING DATE FOR NEXT MEETING: - July 10, 2018

12. EXECUTIVE SESSION:

An Executive Session was not required.

With no further business, a motion to adjourn was made by Director Holton and seconded by Director Timmins. The meeting adjourned at 7:30 PM.

Respectfully submitted,

Branden Rose
Administrator