

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

April 2, 2019
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 6:00 PM on April 2, 2019.

- 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. **SPECIAL SESSION:**
Roll call vote:
Chairman Fleming Yes
Director Holton: Yes
Director Timmins: Yes
- Director Fleming gave her Oath, was sworn in, and was appointed for another 3-year term. The Special Session ended at 6:15 PM and the Board returned to the regular board meeting.
- E. **APPROVAL OF AGENDA:** (*Action Item*) Director Timmins made a motion to approve the April 2nd, 2019 agenda, with the exception of addressing New Business #1 Morse Election Public Record Request and New Business #2 Annexation for Domestic Only / Will Serve for NEC Huetter & Prairie, LLC before Old Business, seconded by Director Holton, motion passed.
- F. **CONFLICTS OF INTEREST ON AGENDA:** (*Action Item*) Chairman Fleming had a conflict with Morse Election Public Records Request (Agenda Item #1, 1) and recused herself from the discussion. There were no other conflicts.
- G. **APPROVAL OF MINUTES & FINANCIALS:** (*Action Item*) There are 45 checks (13184 to 13229), and three auto pays, totaling \$157,831.93. An itemized list may be found in the minutes book. Director Holton made a motion to approve the March 5th, 2019 minutes and the April 2nd, 2019 financials as presented, seconded by Director Timmins, motion passed.
- H. **PUBLIC COMMENT:** None

I. **OLD BUSINESS:**

1. **Wells #4 & #5:** A motion was made by Director Holton to approve Change Order # 1 for the vinyl fence, removing 18" of soil from the site, and the addition of a single depth drywell, for Well #5, in the amount of \$17,394.00, seconded by Director Timmins, motion passed. The City of Hayden required a new dry well for the drive-way/storage area for snow storage at Well #5. The Carrington main was tied into a closed valve. The line will be going under the stem wall of the future Well site. CMU, 6,000 PSI, is added for the final lift to achieve 95% compaction under the southwest corner of the main building.

The new pump and motor for Well #4 is scheduled to be installed Monday April 8th, with hook-up scheduled for Tuesday April 9th and start-up scheduled for Wednesday April 10th, 2019.

2. **Water Master Plan:** The Water Master Plan was tabled pending the Public Workshop scheduled for April 3rd, 2019. DEQ, JUB and IDWR will be present for the workshop.

3. **Bureau of Reclamation:** Nothing new to report.

4. **Resolution 19-05:** (*Action Item*) Director Timmins made a motion to approve Resolution 19-05 for Domestic Only Annexed Customers Account Charges and Allocations, seconded by Director Holton, motion passed. For future annexed properties, the District is considering a zero-rate fee. The base fee could be roughly \$33.00 for an allocation of 10,000 per month, with a charge of \$1.50 being applied for every 1,000 gallons thereafter.

5. **Builder Notification:** (*Action Item*) Director Timmins made a motion to approve the Builder Notifications, seconded by Director Holton, motion passed.

I. **NEW BUSINESS:**

1. **Morse Election Public Records Request:** (*Action Item*) Director Timmins read out loud the Board's position regarding communications with Mr. Morse due to possible legal action. Mr. Morse expressed a complaint about the election based on ID Code 43 § 43-210 Voting and Count of Ballots. The Board noted the complaint.

2. **Annexation for Domestic Only / Will Serve for NEC Huetter & Prairie, LLC:** (*Action Item*) NEC Huetter & Prairie, aka: 8228 N. Huetter Rd., annexed into the City of Hayden but not Hayden Lake Irrigation District. NEC seeks to annex a 4-acre parcel, for the commercial use, into the District. NEC is aware a private fire line and PIV fee will apply. A Public Hearing will be necessary and will be posted in the CDA Press, on the District website and the door of the District office. The Public Hearing will be held during the May 7th, 2019 Board meeting. There will be a charge of \$550.00 per acre for the annexation if the Public approves. A motion was made by Director Holton to approve the annexation of NEC Huetter & Prairie, pending the May 7th Public Hearing, and the approval of a Will Serve Letter, seconded by Director Timmins, motion approved.

3. **Approval of Resolution 19-06:** (*Action Item*) Director Holton made a motion to approve Resolution 19-06 for Setting Forth the Policy for Waiving Late Fees, seconded by Director Timmins, motion approved.

4. **Floating Holiday Handbook Amendment:** (*Action Item*) The Board agreed to amend the Personnel Policy. Director Timmins made a motion to approve IV. Employee Classification, Compensation & Benefits, C. Employee Benefits, 3. Holidays, seconded by Director Holton, motion passed.

5. **Commercial Quarterly Allocations & How the Rate was Enacted:** (*Action Item*) The issue was addressed under Old Business, Resolution 19-05.

J. 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 7, 2019

K. EXECUTIVE SESSIONS:

Chairman Fleming 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, seconded by Director Timmins, motion passed.

Roll call vote:

Chairman Fleming	Yes
Director Holton:	Yes
Director Timmins:	Yes

A motion was made by Director Holton to end executive session at 7:34 PM and return to the regular board meeting, seconded by Director Timmins, motion passed.

A motion was made by Director Timmins to direct the District Administrator to make the necessary changes affecting the District personnel as discussed, seconded by Director Holton, motion passed.

With no further business, a motion to adjourn was made by Director Holton and seconded by Director Timmins. The meeting adjourned at 7:40 PM.

Respectfully submitted:

Dawn Chidester
District Clerk

Approved by:

Branden Rose
Administrator