

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

June 4, 2024
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 5:38 p.m. on June 4, 2024.

- A. **CALL TO ORDER:** The Board met at the water tower, 375 W. Lacey, prior to the meeting. The meeting was officially called to order at 5:38 p.m. by Chairman Fleming.
- B. **ROLL CALL TO ESTABLISH QUORUM:** Present were Director Antrim, Director James, and Chairman Fleming.
- C. **DECLARATION OF A QUORUM:** A quorum was declared.
- D. **CONFLICTS OF INTEREST:** No Conflicts
- E. **APPROVAL OF AGENDA:** (*Action Item*) Director James made a motion to approve the June 4, 2024 agenda as presented, seconded by Director Antrim, motion passed.
- F. **APPROVAL OF MINUTES & FINANCIALS:** (*Action Item*) There are 19 checks (15284-15303), totaling \$56,707.74, nine online payments totaling \$27,309.79, and 12 ACH transfer payments totaling \$126,807.60, for a total of \$210,825.13. Director Antrim made a motion to approve the May 7, 2024 regular meeting minutes, and the June 4, 2024 financials as presented, seconded by Director James, motion passed.
- G. **PUBLIC COMMENT:**
- **9830 Meadow Way Fence Issue:** The District received an email regarding the office dog. An adjoining neighbor had concerns about the office dog antagonizing their pets by running the fence line. One of their pets was injured trying to make contact with the office dog. The jagged edge of the unburied base of the adjoining chain link fence was exposed. The homeowner stated they intended to attach a privacy barrier to the chain-link fence to avoid the annoyance of the dogs intermingling and prevent possible future injuries. The Administrator responded to the email and stated the District could add bark or dirt to cover the exposed base of the District's chain-link fence or the homeowner construct a private fence on their side of the property line. No response was received to the Administrator's email.
- H. **OBSTRUCTIONS:** Nothing to Report.

I. DEVELOPMENT:

- **Annexation One Place Church Agreement (Signed): (Action Item)** One Place Church has decided to move forward with the annexation of their 47.95 acres. The Church has the option to either pay \$86,064.00 in annexation fees or, in lieu of payment, they can deed the existing well on the property and a 120' x 65.14' portion of property, running north/south of the center of the wellhead, to the District. The annexation will provide the District with more water rights. Director James made a motion to approve the Annexation of One Place Church, seconded by Director Antrim, motion passed. The annexation agreement was signed by Chairman Fleming. A Public Comment notification will be advertised in the newspaper to start the annexation process.

- **Developer Agreements Bridge, Coopers Landing & Maybrey: (Action Item)**

Bridge is a 56-unit retirement community, senior housing with assisted living separate units. The project will be located at 2442 W. Hayden and will be done in two phases. It will have two commercial 2" meters and fire protection. A draft Commercial Development Agreement was presented to the Board for review.

Coopers Landing is located at 1529 W. Orchard. The District issued a Will Serve for DBJ, LLC, for 4.881 acres, to be called Coopers Landing. It will have nine connections for nine subdivided parcels. Director Antrim made a motion to approve the Development Agreement for Coopers Landing, seconded by Director James, motion passed.

Maybrey Estates is a 4.74-acre parcel. It will be subdivided into 14 residential/domestic lots with 14 connections, and two fire hydrants. A draft Development Agreement was provided for the Board, but the development is not ready to receive the agreement.

J. OLD BUSINESS:

1. **Ramsey By-Pass with the City of Hayden & HLID:** The first phase is almost complete. A fire hydrant and 102 feet of 10" pipe, with one 2" irrigation/domestic service, must be installed.

2. **Ramsey Phase 2 & 3: (Action Item)** The District received four bids, one of which was strictly for the pipe. Consolidated Supply had the lowest bid and will be awarded the bid for phase two supplies. The winning bid amount was \$386,479.55. The second phase of the bypass is now in progress. The phase is on Ramsey and will be done in steps. The project is expected to be completed in the summer of 2025. Director Antrim made a motion to approve the bid from Consolidated Supply in the amount of \$386,479.55, seconded by Director James, motion passed.

K. NEW BUSINESS:

3. **FY 2023 Audit: (Action Item)** The Board reviewed the draft 2023 fiscal year audit. They discussed their conversations with the auditor. The audit was approved and Chairman Fleming signed the representation letter.

4. City of CDA MOU, 2541 Apperson: (Action Item) Hayden Lake Irrigation District has a Memorandum of Understanding (MOU) with the City of Coeur d'Alene and agrees to lock off water service for joint customers for non-payment. The City of Coeur d'Alene requested the District lock off 2541 Apperson. Director Antrim made a motion to lock off the meter for 2541 Apperson, seconded by Director James, motion passed.

5. Theft of Water, 1837 Ridgemont: (Action Item) The homeowners paid a connection fee for 1837 Ridgemont but failed to pay the monthly bill. The residence was locked off non-payment. It was discovered the lock was removed and the water was turned on without authorization. The homeowners received a \$500.00 penalty fee for theft of water. Only a small amount of water was used but the point was the meter was locked off. The homeowner requested the District reconsider the \$500.00 penalty fee. The Board agreed theft is theft and the amount of water used is irrelevant. The penalty fee will not be waived or reduced.

L. STAFF REPORT:

Administrator Report: The Administrator provided an oral report. He provided a review of the current and upcoming schedules and events.

The Administrator requested he manually be authorized to make the weekly payroll transfers. They transfers were previously set on an auto transfer. The Board agreed. Chairman Fleming signed the necessary form.

SETTING DATE FOR NEXT MEETING: July 2, 2024

With no further business, a motion to adjourn was made by Director Antrim and seconded by Director James. The meeting was adjourned at 7:10 p.m.

Respectfully submitted:
Dawn Chidester
District Clerk

Approved by:
Branden Rose
District Administrator