

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

**September 10, 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 5:00 p.m. on August 6, 2024.*

- A. **CALL TO ORDER:** The meeting was officially called to order at 5:00 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 September 10, 2024 agenda as presented, seconded by Director Antrim, motion passed.
- F. **APPROVAL OF MINUTES & FINANCIALS:** (*Action Item*) There are 24 checks (15338-15362), totaling \$80,733.49, eight online payments totaling \$55,838.65, and 11 ACH transfer payments totaling \$137,342.64, for a total of \$273,914.78. Director Antrim made a motion to approve the August 6, 2024 regular meeting minutes, and the September 10, 2024 financials as presented, seconded by Director James, motion passed.
- G. **PUBLIC COMMENT:**
- **Budget FY2025:** (*Action Item*) No public comment was received.
  - **1171 Clearview Water Leak:** (*Action Item*) Resolution 22-03 grants leak forgiveness for customers. It permits a credit for half the water fees for the month the leak was discovered. Clearview had a defective stop and waste valve. Under Resolution 22-03, they qualified for a credit. The Board approved a credit in the amount of \$210.12, which was half the usage costs.
  - **10296 Heston Locate Paint:** (*Action Item*) The District is required to locate property within 48 hours of receiving the locate request. Arrows are used to mark the waterline. If the District has no waterlines within the requested locate area, No HLID is marked in the area. Waterbased blue marking paint is used for the locates. TDS requested two locates in Carrington Meadows subdivision over short span of time. The Heston property was marked with water based blue marking paint that fades with time. The customer was distraught because the paint was visible a month after the locate. They had installed decorative basalt

rocks in the utility easement. The customer suggested the District use a different method, such as flags, or no markings in the right-of-way. The Administrator brought this situation to the Board's attention to discuss options. The Board stated flags were not a valuable option since they can be easily removed. The District is responsible for marking waterlines to ensure the safety of those digging in the area and is not responsible for the hardscape placed in the easements and rights-of-way. Marking paint is the only true option. The District staff needs to be sure water-based paint is used for locates. The customer was not happy with the locates but the District must continue to follow the State Statute locate requirements and conduct locates in the same manner.

**H. OBSTRUCTIONS:** The Administrator addressed a previously listed obstruction. The trees located on Valley Way at the North Kootenai Water District wellsite, in the District's easements, will be cut down. North Kootenai Water District emailed the Administrator giving permission for the District to cut down the trees. The District intends to comply with the email. The trees will be cut down and the fallen trees will be left at the location for North Kootenai Water District to clean up.

**I. DEVELOPMENT:** Nothing at this time.

**J. OLD BUSINESS:**

**1. Ramsey By-Pass with the City of Hayden & HLID Phase 2 & 3:** The project timeline has been pushed back due to delays. The District had hoped to get as far as Lacey before the weather turned cold but instead will end on Miles for the winter season. A change order may be requested because of the delays in the structure's development.

**2. FY 2025 Budget: (Action Item)** No comments were received so the budget was approved as presented. Director James made a motion to approve the FY 2025 budget, seconded by Director Antrim, motion passed.

**NEW BUSINESS:**

**3. Resolution No. 24-05, Leak Forgiveness: (Action Item)** Resolution 22-03 was amended to create Resolution 24-05. From this day forward, the leak forgiveness credit will only apply to waterline and major system breaks. Sprinkler/irrigation leaks will be excluded and shall be the sole responsibility of the customers. An owner seeking forgiveness for a waterline break must repair the break within one week from the discovery date or by a date acceptable to the Board. Receipts must be provided, and the customer must attend the soonest Board meeting to request credit. Director James made a motion to approve Resolution 24-05, seconded by Director Antrim, motion passed.

**4. 10748 Benoit Agreement: (Action Item)** 10748 Benoit is a mobile home park that was developed in 1978. The park is currently serviced by two 2" meters. The owner is seeking to connect the units separately, individual meters with individual bills. The Administrator proposed giving the park owner credit for the two 2" meters (\$16,149.22) which would be applied to the future 24 ¾" meter connections (\$91,075.92). The park would install a 4" main on the east or west

side of Benoit, 11 dual coil pits and 4 single coil pits. The coil pits would be located in the unit driveways and would not require installation of road-rated meter boxes and lids. The customer would do the work, and the District would only need to install the meters. The park owner is requesting the Board approve a payment plan, interest free, for a period of 10 years for the meter connections. An agreement would need to be drafted and recorded securing the debt. A lien would be filed against the properties to secure the District's interest. The project would allow the District to do a tie off. This topic will be revisited in the future.

**5. City of Coeur d'Alene MOU Properties Service Disconnect: (*Action Item*)** The City of Coeur d'Alene provided information for five accounts they seek assistance with shutting off for non-payment. Director James made a motion to honor the City of Coeur d'Alene MOU and shut off the water service for the five properties presented, seconded by Director Antrim, motion passed.

**6. Purchase of Company Vehicle: (*Action Item*)** The Administrator seeks approval to research the cost of purchasing a new vehicle to replace the 2013 F150. The 2013 Ford has issues caused by wear, tear and age. The 2013 F150 could be used as a trade-in or sold. The simplest method would be to use the vehicle as a trade-in. The Administrator requests the Board grant him authorization to explore the purchase of a new vehicle. The Board authorized the Administrator to inquire about the cost of a new truck. The topic will be revisited at the October 1<sup>st</sup>, 2024 board meeting.

**7. Copper and Lead Customer Credit Incentive: (*Action Item*)** The copper and lead water sample requirements are changing. The District must provide 40 samples for the next 2.5 years. The Administrator would like to approve 80 customers to submit water samples and receive a \$20.00 account credit if they qualify. From the 80 customers, the District can refine the list to narrow it down over the years. The samples must be taken by the customers. The Administrator hopes to entice homeowners to provide the sample by offering the \$20.00 credit. Director Antrim made a motion to authorize the \$20.00 credit for up to 80 customers for the list of acceptable sample sites, 40 of which will provide water samples, seconded by Director James. No Board or staff member will qualify for the credit and cannot apply.

#### **STAFF REPORT:**

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

**SETTING DATE FOR NEXT MEETING:** October 1, 2024

Director Antrim made a motion at 6:30 p.m. to hold an Executive Session under Idaho Code 74-206(b): To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public-school student, seconded by Director James, motion passed.

**Roll call vote:**

Chairman Fleming	Yes
Director Antrim	Yes
Director James	Yes

A motion was made by Director James to end executive session at 7:19 p.m. and return to the regular board meeting, seconded by Director Antrim, motion passed.

A motion was made by Direct Antrim to direct the District Administrator to make the necessary changes affecting the District personnel as discussed, to hire a new staff member and require a one-year contract, seconded by Director James, motion passed. All Board members agreed, none opposed. The Administrator will contact the District attorney to draft the contract.

With no further business, a motion to adjourn was made by Director Antrim and seconded by Director James. The meeting was adjourned at 7:21 p.m.

Respectfully submitted:  
Dawn Chidester  
District Clerk

Approved by:  
Branden Rose  
District Administrator