

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

December 7, 2021
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 December 7, 2021.

- A. **CALL TO ORDER:** Meeting was 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. **APPROVAL OF AGENDA:** (*Action Item*) The Agenda was amended to add, under New Business #8, Atlas Tracts 8" Watermain 660', and under New Business #9, Bid for GPR. Director Antrim made a motion to approve the amended December 7, 2021 agenda, seconded by Director James.
- E. **APPROVAL OF MINUTES & FINANCIALS:** (*Action Item*) There are 36 checks (14469-14507) totaling \$91,023.26, three autopay's totaling \$1,297.19 and two payments (Checks 14467 & 14468) totally \$835,842.96, to CB&I Storage Tank Solutions. An itemized list may be found in the minutes book. Director Antrim made a motion to approve the November 2, 2021 regular minutes, and the December 7, 2021 financials as presented, seconded by Director James, motion passed.
- F. **PUBLIC COMMENT:** None
- G. **OLD BUSINESS:**
1. **Tank 2 / 375 Lacey / Bond:** A temporary water shutdown will occur later this month, effecting only a few homes. The waterline has been installed from Reed past Skylark. The water samples and PSI tests came back good. The District anticipates receiving a new CB&I bill soon.
 2. **Ramsey Road / Wyoming to Lancaster, Phase 1A & 1B:** The District has not heard if the City of Hayden was able to obtain the necessary easements.
 3. **Lacey Main Project:** The project is back out for bid. The District hopes to receive the bids in January 2022.
 4. **Bureau of Reclamation:** The Bureau process should be complete soon. The District anticipates receiving the Bureau review in January or February of 2022.

H. NEW BUSINESS:

5. **Audit with Hoover CPA & CDA Books:** (*Action Item*) The District was required to hire a new auditor and audit preparer. The previous auditor and audit prep preparer have since moved on and are no longer available. The District Administrator was able to obtain the services of Hoover CPA as the new auditor and CDA Books to do the audit prep. The cost for the new service providers should be similar to the costs incurred in the past. The auditor will send a letter for the scope of their responsibility when the District gets closer to the audit. CDA Books provided a letter to the Board for review. The Administrator is seeking the approval of Hoover CPA and CDA Books. Director James made a motion to authorize Hoover CPA to be the auditor and CDA Books to do the audit prep, seconded by Antrim, motion passed.

6. **Orchard and Reed Looping Line Project:** (*Action Item*) The District has various waterlines located in customers backyards and otherwise in unfavorable locations. These lines are not ideal for the customers or the District. The Administrator proposed the District connect two water transmission lines with approximately 850 feet of 10" PVC line on Orchard and Reed. The Administrator proposed the District use Keller Associates as the engineers. Keller Associates would embed the GIS as part of their cost. Keller Associates costs would be approximately \$24,400.00. Once this line is installed, the District can supply Crabapple. Crabapple is currently served off of the line on Dee Court which is located in District customer's backyards. This is a line the District would like to abandon. Eventually, the District would like to do additional lines. The cost should be over \$200,000.00 but it would be better for all involved. Director James made a motion to approve the loop on Orchard and Reed, engineered by Keller's Associates in the spring of 2022, with an estimated cost of \$250,000.00, seconded by Director Antrim, motion passed.

7. **Relocating Meters from Previous District Projects:** The District has not followed up from previous looping projects and relocated services from backyards to new mains in the public right-of-ways. The Administrator would like approval to use outside contractors to help with the relocating these service laterals to the new located meter locations. This request was, in part, covered under paragraph 6.

8. **Atlas Irrigated Tracts 8" Watermain 660':** (*Action Item*) The District previously accepted an existing waterline on Atlas. The main will service a new business park. The watermain is located by the Army Reserves. The District recently discovered the line must be updated. It is presently a 12" waterline but could be reduced to 8". Further, after scraping the topsoil for the new roadway, the line was found to be only 9" underground in some areas. The District will require 4 to 5 feet of coverage since the line is located in what will be a road. The lowering of the line is the District responsibility since we accepted the infrastructure into the District. The new line will permit the District to add a new valve at the end of the District service line. The current valve on Atlas leaks and needs to be replaced or rebuilt. Also, the Army Reserve's valves are located inside a secured fenced area and the District is having difficulties accessing the valves on the Army Reserve property. The District will add a new 8" valve to eliminate that issue. The line will also service private fire lines and new service connections that will be added to the

waterline. The District will be able to recoup part of the cost of the 8" waterline. Director James made a motion to approve the new 8" C900 watermain and two new valves, one on Atlas and one west of the Army Reserve, with bedding and sand, for the 8" watermain, seconded by Director Antrim, motion passed.

9. **Bid for GPR:** (*Action Item*) The District Administrator would like authorization to purchase a ground penetrating radar for utility locating (GPR). Avondale Water District will be purchasing a GPR and, if two locators are purchased at the same time, the Districts will receive a 10% discount on the equipment. The GPR will help ensure the accuracy of locates and identify waterlines depths. The District has numerous waterlines without locating wires so the equipment will be helpful. In addition to the 10% discount, if two locators are purchased at one time, the two irrigation Districts can share in the training. The machine can locate depth with an accuracy of plus or minus one foot. This will help the District locate the unknown lines. Director James made a motion to approve the purchase of the ground penetrating radar utility locator, seconded by Director Antrim, motion passed.

J. STAFF REPORT:

Administrator Report: Administrator's report was given orally. He provided a review of the upcoming month's schedule.

A motion was made by Director Antrim to transfer \$140,000.00 from the MWB Credit/Debit (5796) account to the MWB Checking (2557) account, seconded by Director James, motion passed.

SETTING DATE FOR NEXT MEETING: January 4, 2022

With no further business, a motion to adjourn was made by Director Antrim and seconded by Director James. The meeting adjourned at 6:30 p.m.

Respectfully submitted:
Dawn Chidester
District Clerk

Approved by:
Branden Rose
District Administrator