

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

March 1, 2022
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 March 1, 2022.

- 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 and Chairman Fleming. Director James arrived after roll call.
- C. **DECLARATION OF A QUORUM:** A quorum was declared.
- D. **APPROVAL OF AGENDA:** (*Action Item*) Director Antrim made a motion to approve the March 1, 2022 agenda, seconded by Chairman Fleming.
- E. **APPROVAL OF MINUTES & FINANCIALS:** (*Action Item*) There are 43 checks (14583-14627) totaling \$163,347.99, three autopay's totaling \$1,231.08 and a payment (Check 14582) totaling \$19,000.00 to Bigfoot Technical Services. Director Antrim made a motion to approve the February 1, 2022 regular minutes, and the March 1, 2022 financials as presented, seconded by Chairman Fleming, motion passed.
- F. **PUBLIC COMMENT:**
10874 Krest: (*Action Item*) The customer has dementia and is unable to appear in person. The customer's sister, Donna Reuser, contacted the Administrator and requested the Board address the high-water usage the customer received in January 2022, on his behalf. The sister resides in California. The customer failed to have the backflow assembly properly shut off and the assembly froze, causing a large water leak. The property was tagged for high use as soon as the use was discovered. The District was contacted afterhours by the sprinkler company attempting to shut off, and then turn back on, the water through the stop waste. This resulted in an afterhours bill in addition to the high water bill. The repairs to the backflow assembly have not been done. The Board waived the afterhours call fees but could not waive a portion of the water usage fees since the leak has not been repaired. The District By-Laws state half of the excess water fees can be waived for the month in which the repairs are done. This account would not qualify for the fee forgiveness since the leak was not repaired. The Board will permit the customer to make monthly payments on the existing bill. Director Antrim made a motion to waive the afterhours call invoice and allow the customer to make payments, seconded by Director Fleming, motion passed.

G. PUBLIC NOTICE OF INTENTION TO CHANGE BY-LAWS: (*Action Item*)

The District received an email inquiring about the By-Law change but no further comment. No one appeared for the Public Notice. The By-Laws were approved and signed.

H. OLD BUSINESS:

1. **Tank 2 / 375 Lacey / Bond:** The landscaper contracted to do the landscaping for the water tower is unresponsive. The District has been unable to reach the company to discuss the project. The Administrator will pull the landscaping portion of the project out of the original estimated costs and the District technicians will complete the landscaping. This will save the District money as the landscaping bid was roughly \$500,000.00. The tank will be lifted onto the tower on March 11, 2022. The lift will require 39 cranes and it estimated to take six hours. The Administrator obtained the services of a drone photographer. The photographer will take numerous still pictures and provide a short video which will be posted on the District's Facebook page. The Administrator applied for Federal funding. If received, this could assist the District with paying the tower bond sooner, saving the District millions of dollars. The District hopes to receive a response to the request shortly.

2. **Ramsey Road / Wyoming to Lancaster, Phase 1A & 1B:** It has been reported the City of Hayden is purchasing the necessary easements. This is the only update the District has on this project at this time.

3. **Lacey Main Project:** MDM provided the District Administrator an email stating they would be unable provide a bid for the Lacey main project water main extension. However, the District did receive bids from Terra Underground, Big Sky Corporation and Buddy's Backhoe. Terra submitted a bid for \$137,523.20, Big Sky Corporation bid \$132,260.00 and Buddy's Backhoe bid \$89,000.00, which is substantially lower than the other bids. Director Antrim made a motion to award Buddy's Backhoe the bid in the amount o \$89,000.00, seconded by Director James, motion passed. The Administrator believes there may be miscellaneous extra costs in addition to the bid that could drive the project price up to roughly \$112,000.00.

4. **Bureau of Reclamation:** The Administrator received an email from the Bureau Project Manager. A Public Notice publication will be necessary, setting a date and time for public comments regarding the transfer of property. This will be posted in the paper immediately. The Bureau Public Notice will be heard at the April 5, 2022 Board meeting.

5. **By-Law Revision, Article 14, Section 3:** (*Action Item*) After receiving no response at the Public Notice to change the By-Laws hearing, the Board approved and signed the revised By-Law. The By-Laws will be posted the District website.

I. NEW BUSINESS:

6. **Eagle Ridge Builders Water Charge Dispute:** (*Action Item*) The owner of Eagle Ridge Builders recently paid for numerous connection fees for the new subdivision, Brantley Estates. Resolution 20-03 requires the connection fee to be paid when a Building Permit Application is signed. Once a connection is

purchased, the District installs the meter and the billing process is initiated. The builder states he understands the need to pay the connection fee during the early stage of development but requested the meter be locked off until it is needed, therefore, stalling the billing process. The builder requested the Board lock off the meter until water is required; therefore, stalling the billing process. The District argued the need for the monthly fees in accordance with the 2019 Rate Study and the fact the Irrigation Assessment was waived since the property was being developed. The Board informed the builder they would consider his request and contact the District attorney for her opinion. The Board will comply with the District attorney's decision.

7. **Annexation Agreement 17.973 Acre Madison Ranch:** (*Action Item*) The Annexation Agreement is in the works. The Administrator expects it to be done shortly. Madison Ranch will be located on Hayden Avenue. An annexation fee must be paid prior to annexation. An annexation publication must be listed in the legal section of the paper for public comment. This will be a subdivision for 41 lots, with commercial property located in the frontage. The development must still be approved by the City of Hayden. The annexation will be set for Public Comment at the next Board meeting held of April 5, 2022. The existing neighbors within a 300-foot radius must be notified by the developer. Director Antrim made a motion to approve the Annexation Agreement for the 17.973 acres for Madison Ranch, seconded by Director James, motion passed.

8. **Knock Marketing & Design Website Update:** (*Action Item*) The website is close to completion. The designer inquired as to whether the Board would like to include audio biographies on the website for the Board and the District employees. The Board opted to exclude their information but did feel it would be beneficial to have staff information included on the website. The District logo, which presently lists the years of service as 1910 – 2010, A Century of Service, will be updated to Over a Century of Service.

9. **Resolution 22-03 for Excess Water Fees Forgiveness for Quarterly Bills, Addendum to Resolution 21-04:** (*Action Item*) Resolution 22-03 was drafted in accordance with the Public Comment discussion during the February 2022 Board meeting. The Resolution was designed to assist quarterly customers receive special consideration when applying a credit for excess water charges, based on the fact they receive a bill every three months versus once per month. Director Antrim made a motion to approve Resolution 22-03 for Excess Water Fees Forgiveness for Quarterly Bills, Addendum to Resolution 21-04, seconded by Director James, motion passed.

10. **Will Serve 608 Orchard 6 Lots:** (*Action Item*) 608 Orchard is a 2.90-acre parcel which will be developed into 6 multi family lots, 24-28 units. The property presently has a waterline located in the back of the property. The waterline connection will be relocated to the front of the property. Director James made a motion to approve the Will Serve for 608 Orchard, 6 lots for 24-28 multifamily units, seconded by Director Antrim, motion passed.

I. 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 James to transfer \$200,000.00 from the Mountain West Bank EFT (4313) account to the Mountain West Bank Checking (2557) account, seconded by Director Antrim, motion passed.

SETTING DATE FOR NEXT MEETING: April 5, 2022

J. EXECUTIVE SESSION:

Director Antrim made a motion at 6:59 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 7:25 p.m. and return to the regular board meeting, seconded by Director Antrim, motion passed.

A motion was made by Director Antrim to direct the District Administrator to make the necessary changes affecting the District personnel and Board as discussed, seconded by Director James, motion passed. All Board members were in agreement, none opposed.

With no further business, a motion to adjourn was made by Director Antrim and seconded by Director James. The meeting adjourned at 7:31 p.m.

Respectfully submitted:

Dawn Chidester
District Clerk

Approved by:

Branden Rose
District Administrator