

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

October 1, 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 October 1, 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:** Director Antrim and Director James were present. Chairman Doris Fleming was present at the meeting but arrived late.
- C. **DECLARATION OF A QUORUM:** A quorum was declared.
- D. **CONFLICTS OF INTEREST:** No Conflicts
- E. **APPROVAL OF AGENDA:** (*Action Item*) Director Antrim motioned to approve the October 1, 2024 agenda as presented, seconded by Director James, and the motion passed.
- F. **APPROVAL OF MINUTES & FINANCIALS:** (*Action Item*) There are 13 checks (15363-15375), totaling \$23,346.24, seven online payments totaling \$47,654.50, and 13 ACH transfer payments totaling \$93,465.21, for a total of \$164,465.95. Director James made a motion to approve the September 10, 2024, regular meeting minutes and October 1, 2024, financials as presented, seconded by Director Antrim, and the motion passed.
- G. **PUBLIC COMMENT:** Nothing at this time.
- H. **OBSTRUCTIONS:** Nothing at this time.
- I. **DEVELOPMENT:**
- **Basset Subdivision:** The Basset Subdivision will have five additional homes off Reed Road. This development will help the district loop a waterline from Miles Avenue to almost Mustang on Reed Road. The area where the developer would be installing the watermain would lie in the RCCP plans. Since the project falls within the District's RCCP project, the developer would install the 10" waterline to 10275 Reed's southernmost properties edge. The District would reimburse the owner for one-third of the cost of the Reed portion only. The district will pay 100% to extend the 10" waterline from 10275 Reed's southern property line to Mustang and relocate the services for 10385 and 10395 Reed. The developer is using Peck and Peck for the construction. Peck and Peck will provide the District with a

separate quote for all the District's portions and invoice the District for one-third of the curbsides, hardscapes, and waterline off Reed separately to make it easier to determine the District's portion. This subdivision will be readdressed at the November 5, 2024, Board Meeting.

J. OLD BUSINESS:

1. Ramsey By-Pass with the City of Hayden & HLID Phase 2 & 3: MDM Construction has difficulties passing bacterial tests for all project phases. The line will be re-chlorinated to bake for bacterial testing. A higher volume of flushing will be required to achieve the flushing velocities needed to scour the water mains. MDM will flush the water onto a neighboring property, and the District will work with the neighbors to ensure the property is restored. The bacterial problem should be resolved before the end of the month.

2. Purchase of Company Vehicle: (*Action Item*) The Administrator presented two quotes for new truck purchases to the Board. The vehicles suggested were a 2024 Chevrolet Silverado and a 2025 GMC Sierra. Both trucks are 1500s. The vehicles are close in cost. The District Board approved the 2013 Ford for sale or trade-in as excess inventory and will apply the revenue to the cost of the new 2025 GMC. Director James made a motion to approve the purchase of the 2025 GMC Sierra for \$61,806.10 from Robideaux Motors; seconded by Director Antrim, the motion passed. The vehicle should be available in approximately three months.

NEW BUSINESS:

3. City of Coeur d'Alene MOU Property Service Disconnect: (*Action Item*) The City of Coeur d'Alene provided information for an account they sought to have shut off for non-payment. Director James motioned to honor the City of Coeur d'Alene MOU and shut off the water service for the property presented, seconded by Director Antrim, and the motion passed.

4. City of Coeur d'Alene Shut-Off / Turn-On Fees: (*Action Item*) In September, the City of Coeur d'Alene provided five addresses they sought assistance with shutting off. The properties were shut off on a Thursday. Over the following weekend, a CDA technician got into the meter box and damaged the AMS valves of two of the properties while attempting to return the water service. After that incident, the Administrator suggested the Board make some changes. The Administrator suggests the properties be tagged 48 hours before the shut-off. The Board discussed charging CDA a \$20.00 door tag fee for performing the service. The District will invoice CDA for the District staff to door tag the delinquent sewer properties, \$20.00 per property, or require CDA to physically tag the property 48 hours before the customer is shut off. Currently, CDA mails the customer a door tag but does not physically tag the property. Further, the CDA technicians should be reminded not to enter the meter box without the District's authorization. The Board suggested drafting a resolution to incorporate these changes to the Water Service Agreement. The resolution should be drafted and presented at the November 5th Board meeting.

5. Annexation of 127 Acres for Hayden Sky Subdivision: (*Action Item*) The District Administrator has concerns about the future waterline for the 127-acre

development. The first phase of the development is zoned commercial and residential and will consist of approximately 40 acres. Only 20 acres of the first phase have been annexed into the District. The developer will need to start the annexation and development process before the construction of phase one. The Administrator suggested the District do a study to ensure the new waterlines will be conducive to the future serviceability of the District's western boundary, per the Raffin between CDA, Avondale, Post Falls, and Rathdrum. The Administrator suggested that the District conduct a study to ensure the proper size of the waterlines in this area for future build-out. The study is crucial to ensure the watermains have adequate fire flows for additional connections, as depicted in the 2019 master plan, and should represent the sizing of waterlines for future build-out. The Administrator suggested the District obtain the services of Keller Engineering to do the main sizing study, not to exceed \$40,000.00, which will be a mixture of commercial and domestic. The Board authorized the Administrator to contact Keller Engineering to provide the District with a proposal for the study.

STAFF REPORT:

Administrator Report: The Administrator provided an oral report, reviewing the current and upcoming schedules and events.

SETTING DATE FOR NEXT MEETING: November 5, 2024

With no further business, Director James made a motion to adjourn, which was seconded by Director Antrim. The meeting was adjourned at 6:22 p.m.

Respectfully submitted:
Dawn Chidester
District Clerk

Approved by:
Branden Rose
District Administrator