

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

May 5, 2026
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 May 5, 2026.

- 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 VanVleet, Director James, and Chairman Fleming were present.
- C. **DECLARATION OF A QUORUM:** A quorum was declared.
- D. **CONFLICTS OF INTEREST:** No Conflicts.
- E. **APPROVAL OF AGENDA:** (*Action Item*) Director James motioned to approve the May 5, 2026 agenda as presented, seconded by Director VanVleet, motion passed.
- F. **APPROVAL OF MINUTES & FINANCIALS:** (*Action Item*) There are 11 checks (15780 - 15790) totaling \$14,136.29, 11 online payments totaling \$37,493.27, and 15 ACH transfer payments totaling \$124,661.72, for a total of \$176,291.28. Director VanVleet made a motion to approve the April 7, 2026, regular meeting minutes and May 5, 2026 financials, as presented, seconded by Director James, motion passed.
- G. **PUBLIC COMMENT:**
- Peachtree Resident: (*Action Item*) A customer filed a Bankruptcy. All charges must be waived. For service to be reinstated, a deposit fee will be charged to the property. Director James made a motion to remove all pending charges and require a deposit to reinstate use of \$450.00, seconded by Director VanVleet, motion passed.
- H. **OBSTRUCTIONS:** Nothing at this time.
- I. **DEVELOPMENT:**
Development Agreements / Will Serves: (*Action Item*)
Nothing at this time.

J. **OLD BUSINESS:**

1. HLID AIG3: (Action Item) The next phase is scheduled to begin in June. Customers that will be affected by the construction have been notified.

2. Looping Line Phantom: (Action Item) There have been discrepancies with the City of Hayden regarding the District's plans. The waterline was removed from the project plans, and the District was required to remove blow-offs from the line. In the future, the plans will be confirmed before a project begins. The Administrator hopes that the various utility services will hold a meeting in advance to discuss upcoming projects. With notice, utility companies can coordinate when a road is opened to perform updates and share the costs.

3. Meters & Exchanges: (Action Item) The Administrator provided more information on the Next Cellular AMI meters and the six-month pilot program. If the District is happy with the meters after the six-month trial, we can purchase the meters and obtain a 20-year warranty. The warranty starts when the District purchases the meters. The meters are made in the USA and approved by NEPA. The total cost for 300 meters and training would be \$70,860.00. The accounts for the 300 meters will give their customers the ability to log in to an account and monitor their use. The customer would only need to download an app. If the District eventually switches to using only cellular meters, meter reading would be done through the office, and the actual process of driving by a meter to read it would not be necessary. The District still intends to use the Master Meter meters on stock, but will not purchase additional meters from that source. The six-month pilot program will be a good test run for the new meters. Director VanVleet made a motion to purchase 300 Next AMI meters and participate in the pilot program, seconded by Director James, motion passed.

4. Dakota Well 2 (JUB or Keller): (Action Item) The Administrator had a meeting with JUB and Keller engineers regarding the redesign of the Dakota Well 2 wellsite. Keller engineers provided a scope of work for the plans for the site. JUB failed to provide plans. The Administrator suggested we use Keller and start the project in October 2026. The Administrator would also like to apply for another grant to assist with updating infrastructure. An updated facility plan will soon be required, and the funding could help with future goals as well. The Administrator needs to submit a Letter of Intent to IDWR by September. Director VanVleet made a motion to authorize Keller Engineers to start the scope of work, seconded by Director James, motion passed.

5. Copier & Letter Stuffer: (Action Item) The Administrator provided bids for both printers and letter stuffers. The District's current equipment is very old and needs to be replaced. The Administrator proposed that the District purchase the equipment but not the service plans, which increases the cost of the machines. The Ricoh was the best price. Director James made a motion to authorize the Administrator to purchase the best price for the copier and the letter stuffer, seconded by Director VanVleet, motion passed.

6. Honeysuckle Round-About: (Action Item) The bid for the District's portion of the project came in at \$98,000.00. The bid was awarded to LaRiviere. The District will refrain from requesting LaRiviere extend the waterline east. However, the Administrator proposed that the District move forward with the plans for future

use. Hopefully, while the road is open, the District can move forward with the waterline extension on the north side of Reed. The Administrator suggested that the District reach out to Leisure Park to see if they want a tie-on while the project is in progress. Currently, Leisure Park has its own water source. The City of Hayden will email the invoices to the District. The District will, in turn, pay the City with an ACH payment as the payments come in. This may require the Administrator to make a mid-month (15th) payment to make the payments in a timely manner. The project should start in June, and hopefully, the roundabout will be done in July. Until then, Chateaux will be used as a detour.

K. NEW BUSINESS:

7. Consumer Quality Report – New Rules & Sampling: The District is required to submit a Consumer Quality Report annually. The report is complete and was presented to the Board for review. Next year, there will be many changes to the report. Idaho has 14 languages. The reports will need to be translated into the different languages. This can be accomplished by making a QR code available that will translate the report into different languages. The District had no real concerns with the test results for 2025, and the report can be found on the District website at HaydenIrrigation.com or at the District office. Next year, the District will need to do lead and copper testing, since it is required every three years. Director James made a motion to approve the 2025 Consumer Quality Report, seconded by Director VanVleet, motion passed.

8. Employee Uniforms: (Action Item) Currently, District field technicians receive pants, overalls, and either coats or coveralls annually. In addition, they receive a clothing allowance, which can be used for shoes and/or shirts as needed. The office staff receives a clothing allowance for shoes, pants, and/or shirts. All shirts, jackets, etc. must be embroidered with both the District logo and the staff member's name. The Administrator proposed that instead of purchasing the clothing, the District should go through a uniform service that would provide the shirts and pants. The Administrator spoke with Cintas, who claims to be able to meet the District's budget. The items are warranted. The transfer would not occur until next fiscal year and would require an increase in the budget for fiscal year 2027. The contract can be cancelled at any time, after 30 days' notice is provided. The topic is tabled until the Administrator has a chance to get the staff's opinion.

STAFF REPORT:

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

SETTING DATE FOR NEXT MEETING: June 2, 2026

The District Attorney suggested the District write a new resolution for public records fees. Resolution 26-02 will be presented to the Board at the June 2, 2026 meeting.

The Administrator addressed the issue of writing checks versus paying the District's expenses through bank or online services. The District will be looking to move all accounts to online or ACH payments, or find a new vendor when this is not possible.

The Board granted a deferment for payment of the bill for 1302 Hayden to give the owner time to do some necessary upgrades. The owner was originally granted 60 days to complete the work, but that time will be extended by another 30 days.

The District created a fill station for construction water use. The Administrator proposed that the District create a new permit for the fill station and draft a resolution to support the new permit. The cost will be \$250.00 and will expire on January 1st of the following year. Resolution 26-01 will be drafted and presented to the Board at the June 2, 2026, meeting.

With no further business, a motion to adjourn was made by Director James, seconded by Director VanVleet, motion passed. The meeting adjourned at 6:59 p.m.

Respectfully submitted:
Dawn Chidester
District Clerk

Approved by:
Branden Rose
District Administrator