

# Annual Water District Meeting Checklist

Water district annual meetings must address certain topics. The checklist below will help ensure each water district is addressing the necessary topics during the annual meeting. Please return this completed checklist to the appropriate IDWR regional office along with the adopted budget, resolutions, and annual meeting minutes.

Water District Number and Name:

Twin Lakes Water District 95 C

Meeting Date, Time and Location:

May 19, 2022, 6 pm, Lakeland High School Commons, 15601 ID Hwy 41, Rathdrum ID 83858

- ☒ Election of meeting chairman and secretary (*chairman facilitates meeting and secretary must record meeting minutes and submit to IDWR within 5 business days following the meeting*)
- ☒ Read and approve previous year annual meeting minutes
- ☒ Watermaster report and presentation of proposed budget
- ☒ Treasurer financial report
- ☒ Adopt budget (*must be submitted to IDWR immediately following the meeting*)
- ☒ Elect watermaster\*
- ☐ Elect assistant watermaster(s)\* (optional)
- ☒ Elect water district treasurer\*
- ☒ Select an advisory committee (optional)
- ☐ Adopt resolutions (*must be submitted to IDWR immediately following the meeting*)
- ☒ Determine next year's meeting date, time and location  
Date 5/18/2023 Time TBA Location TBA

\* An oath is required before the first year of service.

By signing below I verify that all required actions have been addressed at the water district annual meeting.

Completed by:



Renee Miller, Meeting Secretary

5/19/2022

Water District Representative / Title

Date

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**TWIN LAKES WATER DISTRICT 95-C  
ANNUAL MEETING, MAY 19, 2022  
LAKELAND HIGH SCHOOL COMMONS  
15601 IDAHO HWY 41  
RATHDRUM IDAHO 83858  
MINUTES OF THE MEETING**

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The meeting was called to order at 6:03 pm by Don Ellis. Introductions were made of Don Ellis, Chairman from the last annual meeting; Susie Ellis, Meeting Secretary of the last meeting; Steve Neff, Watermaster; Renee Miller, Treasurer; Advisory Committee members, Doug Jayne and Renee Miller; IDWR staff, Adam Frederick; and Twin Lakes Flood Control District Chairman, Todd Howe. Adam Frederick, made a brief statement, noting that many Idaho counties are already under drought alert.

Don Ellis announced that handouts, the Agenda, the Minutes of last year's meeting, the Balance Sheet and Profit and Loss statement for the year ended April 30, 2022 and the Proposed Budget for the year ending April 30, 2023, are on the sign in table.

Don Ellis asked those in attendance to confirm which method of voting would be conducted for this meeting. Jim Blaine requested one vote per water right. Don Ellis reported that one vote per water right is a more complicated method of voting and that the records are present at the meeting. He suggested that if it becomes necessary to count votes that way, we will consult the water rights records.

**Election of Chairman, Vice Chairman and Meeting Secretary:**

Nominations for the offices included Renee Miller for Secretary; Terry Kiefer for Vice Chairman and Don Ellis for Chairman. Don Ellis called for any other nominations. There were no other nominations. **Mike Nelson moved to elect Don Ellis, Chairman; Terry Kiefer, Vice Chairman; and Renee Miller, Meeting Secretary.** The motion was seconded and passed unanimously.

**Minutes:**

The minutes of last year's May 20, 2021, meeting were provided as a handout. The Chairman asked if those present desired a reading of the minutes. **Pat Miller moved to waive the reading of the minutes.** The motion was seconded and passed unanimously. **Mike Nelson moved to accept the minutes of last year's meeting as written.** The motion was seconded and passed unanimously.

**Treasurer's Report:**

Renee Miller, Treasurer, noted that among the handouts available before the meeting, was a Balance Sheet and Profit and Loss statement from the District's accounting system. She reported the cash balance of \$19,535.02. The liability of \$92.51 is related to payroll taxes. Steve Neff elaborated on some of the line items of expenses. The line item "Security and Connection" on the Profit and Loss statement relate to expenses of monitoring and remotely operating the dam. The line item "Administrative Expenses" includes, primarily, postage and the cost of printing and mailing multiple attempts to connect with water rights holders. The reported hours of work for both the Watermaster and the Treasurer were performed to update the water rights holders' information. The Watermaster reported that additional work is necessary because of a failure to respond by many water right holders. The line item "Professional Fee" include payments to attorneys when the Advisory Committee needed advice with legal matters. **Mike Nelson moved to accept the Treasurer's Report as presented.** The motion was seconded and passed unanimously.

**Compensation:**

Steve Neff noted that the proposed budgeted hourly rate for the Watermaster and the Treasurer will remain \$30 per hour. Any Assistant Watermasters will be paid \$20 per hour. **Mike Nelson moved that the District set the hourly wage of the Watermaster and Treasurer at \$30 per hour and \$20 per hour for any Assistant Watermasters for the year ending in 2023.** The motion was seconded and passed unanimously.

**Budget:**

The proposed budget was shown in comparison to last year's actual and budget in the handout. Steve Neff spoke about the \$14,000 grant application made to the Kootenai County Aquifer Protection Board which would fund the purchase of equipment to improve the measurements monitored at the dam. The grant is a joint application with the Twin Lakes Flood Control District. The grant was approved by the Aquifer Protection Board, but now must be approved by the County Commissioners. If received, the equipment would require several months to be fabricated and would not likely be installed until 2023.

Several questions were posed regarding the lake level. Steve Neff invited Todd Howe of the Twin Lakes Flood Control District to respond. Todd Howe explained that the Flood District team, including the Commissioners, monitor the weather, the snow pack and the lake level daily during flooding season. This year a drought has been predicted and the snow pack was about 50% of normal. Todd suggested individual questions be directed to the Flood District Commissioner for the Division where the residents live and referred to the web site at [twinlakesidaho.org](http://twinlakesidaho.org) for further information.

Steve Neff described his duties which are year round now in order to comply with IDWR requirements.

The Proposed Budget handout stated the "Proposed Assessment per water right" is \$25.

The Chairman explained it should read "Proposed Assessment per water right holder."

**Diane Park moved the Budget for the fiscal year May 1, 2022 through April 30, 2022 be approved as amended to state the assessment will be by water right holder.** The motion was seconded and passed unanimously.

**Watermaster's Annual Report:**

Steve Neff made a presentation of his Annual Report, which is available on the web site, and answered questions. **Mike Nelson moved to accept the Watermaster's Annual Report.** The motion was seconded and passed unanimously.

**Elections for the fiscal year May 1, 2022 through April 30, 2023:**

The following nominations were made, Steve Neff for Watermaster; Renee Miller for Treasurer and for the Advisory Board, Deanna Lucas, Doug Jayne and Renee Miller. By prior year resolution, the Chairman and Vice Chairman are standing members of the Advisory Board. **Mike Nelson moved for a unanimous ballot to elect Steve Neff, Watermaster; Renee Miller, treasurer; Deanna Lucas, Advisory Committee member, Doug Jayne, Advisory Committee Member, and Renee Miller, Advisory Committee member.** The motion was seconded. **Paul Finman made a motion to vote on the positions separately.** There was no second to his motion. The Chairman called for any further nominations to any of these positions three times. No further nominations were made. The motion passed, with one dissent.

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**The date for the next meeting was announced as May 18, 2023.** Steve Neff reported that this date is later than IDWR would like, but the meeting date has traditionally been in late May because many of the water right holders are seasonal residents and holding the meeting in late May is in the hope of getting the best possible meeting attendance.

**Mike Nelson moved to adjourn the meeting.** The motion was seconded and passed. The meeting adjourned at 7:36 pm.

Respectfully submitted,  
Renee Miller, Meeting Secretary

**I certify that the above minutes constitute a true and correct record of the Twin Lakes Water District 95 C Annual Meeting conducted on May 19, 2022**

  
\_\_\_\_\_  
**Renee Miller, Meeting Secretary**

5/24/2022  
**Date**

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# ROSTER OF ATTENDANCE

2022 ANNUAL MEETING

WATER DISTRICT NO. 95-C

ANNUAL MEETING

WATER DISTRICT AREA Twin Lakes Water District

Date 5-19-22 Time 6:00 am/pm

Location Lakeland High School Commons

Address 15601 ID 41

Rathdrum ID 83858

NAME	ADDRESS	PHONE	REPRESENTING
Don Ellis	N. 21867 Dellar Beach lane (PO BOX 804)	208-755-4880	Self
Susie Ellis		208-755-4134	Self
PAT MILLER	9319 W TWIN LAKES RD	208-660-3057	95-928 SELF
TERRY LAUBERTS	24271 N FISH LAKE RD	208-691-9971	Self
Sylvia Blaine	10198 W. Blaine		
Jim Blaine	✓		
Molly Amberg	23739 N. Lakeview Blvd	206-947-6655	Self
Dennis Logan	23655 W Lakeview Blvd	206-856-3600	Self
DIANE PARK	18815 N. MILWAUKEE RD	208-262-6781	SELF
Mike Stoner	21081 N Cochran Ln	850-218-7177	Self.
Darwin Schulte	8646 W. Zion st, Rathdrum	(509) 209/3281	Self
Terry Kiefer	16846 N. Reservoir Rd	208-687-0822	
Adam Frederick	7600 N Mineral dr STE 100	208-762-2800	IDWR
Cda			





