

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 18, 2023, 6pm Lakeland High School Library,
15601 Idaho 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*) NONE
- ☒ Determine next year's meeting date, time and location

Date 5-16-24 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:

Penée Miller meeting Secretary 5/18/23
Water District Representative / Title Date

**TWIN LAKES WATER DISTRICT 95-C
ANNUAL MEETING, MAY 18, 2023
LAKELAND HIGH SCHOOL LIBRARY
15601 IDAHO HWY 41
RATHDRUM IDAHO 83858
MINUTES OF THE MEETING**

The meeting was called to order at 6:10 pm by Renee Miller, Meeting Secretary of the prior year per Idaho Code Title 42-605(5). It was noted that meeting handouts included the Agenda, Prior Year Meeting Minutes, Treasurer's Report (FYE 4/30/2023 financial statements), and the Budget Information. Those present were reminded to sign the Roster of Attendance.

Election of Meeting Chairman:

Doug Jayne nominated Todd Howe for Meeting Chairman. There were no other nominations. Deanna Lucas moved to close the nominations. The motion was seconded and passed. **Todd Howe was unanimously elected Meeting Chairman.** Renee Miller turned the conduct of the meeting over to Todd Howe.

Election of Meeting Secretary: Doug Jayne nominated Renee Miller for Meeting Secretary. There were no other nominations. Doug Jayne moved to close the nominations. The motion was seconded and passed. **Renee Miller was unanimously elected Meeting Secretary.**

Minutes:

The Chairman asked if those present desired a reading of the minutes. **Terry Kiefer moved to waive the reading of the minutes of last year's May 19, 2022, meeting. The motion was seconded.** Discussion occurred regarding the rationale behind not reading the minutes in the meeting. The Watermaster explained that the minutes have been posted to the Water District web site and the IDWR web site since five days after last year's meeting. The idea of waiving the reading is a matter of saving time in the meeting. **The motion to waive the reading of the minutes passed.** **John Andrews moved to accept the minutes as presented. The motion was seconded and passed.**

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 \$20,364.85. There were no liabilities. **Deanna Lucas moved to accept the Treasurer's Report as presented. The motion was seconded and passed unanimously.**

Compensation:

The Meeting Chairman noted that the Watermaster recommended no change in the hourly rate of pay for the three positions whose compensation must be approved at this meeting.

Deanna Lucas moved to set the Watermaster pay at \$30 per hour for the fiscal year ending April 30, 2024. The motion was seconded and passed.

Susan Goodrich moved to set the Assistant Watermaster pay at \$20 per hour for the fiscal year ending April 30, 2024. The motion was seconded and passed.

Deanna Lucas moved to set the Treasurer pay at \$30 per hour for the fiscal year ending April 30, 2024. The motion was seconded and passed.

Budget:

The Proposed Budget Handout included the comparison of actual to budget for the years ended April 30, 2022 and April 30, 2023. Steve Neff explained that the \$14,000 budgeted grant receipt and corresponding grant expenditure, was undertaken as the Twin Lakes Rathdrum Creek Flood Control District took on the accounting for the project. The grant was for improved monitoring at the dam. All of items in the grant will be attached physically to the dam, which is owned by the Flood District. The grant came from Kootenai County Aquifer Protection Board which would like better information about water flows from the dam. A new gate will be installed replacing one of the side gates. It will be approximately 2' x 2' and measurement of flow will go as high as 25 cfs. The parts are on hand but have not yet been installed. The new system, from Rubicon, is expected to improve dam operation. The operation of the other two gates will not be changed. The negative amount in the line item "Security and Connection" on the Profit and Loss statement relate to the reimbursement received from the Flood District for their share of two years of internet connection that reports the data and remote observation of the dam.

Steve Neff answered questions regarding the Budget for the fiscal year ending April 30, 2024. No location has been identified yet for stream channel improvement. No capital projects are planned. The Proposed Budget for the fiscal year ending April 30, 2024, includes no change in the assessment of \$25 per water right holder. **Terry Kiefer moved to approve the Budget for the Fiscal Year Ending April 30, 2024 as presented. The motion was seconded and passed unanimously.**

Watermaster's Annual Report:

The Watermaster presented his Annual Report. Discussion included the one-third undeliverable water district meeting notices; efforts to gain compliance of recording changes with IDWR when property changes hands; the process by which abandonment of water rights occurs; and issues related to water metering. Steve Neff reported that he took control of the dam this morning, April 18, 2023.

Elections for the fiscal year May 1, 2023 through April 30, 2024:

The Meeting Chairman called for nominations for the various elective offices of the District.

Gordon Sylte nominated Steve Neff for Watermaster for the Fiscal Year Ending April 30, 2024. There were no other nominations. The nominations were closed and Steve Neff was elected watermaster by unanimous vote.

Doug Jayne nominated Renee Miller for Treasurer for the Fiscal Year Ending April 30, 2024. There were no other nominations. The nominations were closed and Renee Miller was elected Treasurer by unanimous vote.

The Meeting Chairman reported that the Advisory Committee consists of five members, one of whom is the Meeting Chairman by District Resolution. The remaining Advisory Committee Members were Terry Kiefer, Doug Jayne, Deanna Lucas, and Renee Miller. These four have agreed to serve again.

John Sylte nominated Terry Kiefer, Doug Jayne, Deanna Lucas, and Renee Miller to the Advisory Committee for the Fiscal Year Ending April 30, 2024. There were no other nominations. The nominations were closed and the above four were elected to the Advisory Committee by unanimous vote.

Tammy Alleman, representing IDWR, said that she felt any issues of concern to her had already been addressed during the meeting discussion.

The date for the next meeting was announced as May 16, 2024

Steve Neff asked the group for input regarding the possibility of having the meeting earlier in the year. It must be between the second Monday of January and the fourth Tuesday of May by statute. Another possibility that may be reviewed is changing the fiscal year of the District to a calendar year end.

Terry Kiefer moved to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 7:30 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 18, 2023



Renee Miller, Meeting Secretary

5/22/2023
Date

ROSTER OF ATTENDANCE

20 23 ANNUAL MEETING

WATER DISTRICT NO. 95-C

ANNUAL MEETING

WATER DISTRICT AREA Twin Lakes
Idaho

Date 5/18/23 Time _____ am/pm

Location Lakeland High School Library

Address 7006 W Hwy 53
Rathdrum ID 83858

NAME	ADDRESS	REPRESENTING
Steve Neff	17358 N. Reservoir Rd, Rathdrum	Watermaster
Terry Kiefer	16846 N. Reservoir Rd Rathdrum	Water Dist.
Tammy Alleman	7600 N Mineral Dr CoA	IDWR
JOHN ANDREWS	23545 N. LAKVIEW BLVD RATHDRUM	Prop owner
Juan Sylte Schaefer	7821 W. Sylte Ranch Rd	
Donna Sylte Schaefer	7867 W. Sylte Ranch Rd	Sylte
Janice Davis	23487 Lakview Blvd	Owner
Dar Schultz	8646 W. Zion St.	owner
Doug Jayne	4504 N. Bessie Lane, Spok	OWNER
Sylvia Sylte	8646 W Sylte Ranch Rd	OWNER
Suzanne Goodrich	8646 W Sylte Ranch Rd	OWNER
John Sylte	8419 W. Sylte Ranch Rd	owner
Kathleen Brunn	mailing = Property = 9320 W Twin Lakes Rd Rathdrum, ID 11584 N. Straborn Rd Hayden, ID	Owner
Renee Miller	9319 W Twin Lakes Rd	owner
Todd Howe	Rathdrum ID 83858 24207 N Fish Cr Rd Rathdrum ID	owner