

# Annual Water District Meeting Checklist

RECEIVED  
APR 26 2023

Division of Water Resources  
Eastern Region

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:

District #29 Portneuf River Water Users

Meeting Date, Time and Location:

3-6-23 2:00pm Lava Community Building

- ☒ 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 3-4-24 Time 2:00pm Location Lava Community Building  
150 Center Street

\* 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:

Wayne Avery

Water District Representative / Title

4-21-23

Date

Portneuf River Water Users #29  
Annual Water Meeting  
Monday, March 6<sup>th</sup>, 2023 at 2:00 P.M.  
Lava Seniors Community Building, Lava Hot Springs, Idaho

RECEIVED

APR 26 2023

Department of Water Resources  
Eastern Region

**Board present:** Craig Crandall, President, Jim Andrus Vice President,  
Randy Morris, Bryon Allan, Lonny Dahlke, and  
Wayne Avery, Secretary/Treasurer.

Craig called the meeting to order at 2:00 P.M. and welcomed everyone and recognized Jared Adamson from IDWR. Reminded everyone to be sure to sign the attendance roll.

Craig asked for the minutes to be read, Brad Yates made the motion to accept minutes as read, Dan Davids 2<sup>nd</sup> it, motion passed.

Craig asked for the financial statement to be read, Tim Munn made the motion to accept the financial statement as read, Chet Davids 2<sup>nd</sup> it, **motion passed.**

Craig asked for a motion to vote water used in 2022 if needed, John Labrousche made the motion, Steve Toly 2<sup>nd</sup> it, **motion passed.**

Craig recommends Randy Morris, Jim Andrus, and Wayne Avery serve as the credentials committee, Tim Munn made the motion, John Hyde 2<sup>nd</sup> it, **motion passed.**

Craig asked for the proposed budget to be read for this year, Craig said the board recommends to ammend the proposed budget to not pay Idaho Water Users of \$125.00 and give Steve Hebdon a \$2,000.00 raise for expenses changing the total proposed budget to \$53,492.04 from \$51,617.04. John Labrousche made the motion, Brett Casperson 2<sup>nd</sup> it, **motion Passed.**

Craig said the board recommends we hire Steve Hebdon as the Water Master for 2023 with a 2 year contract and a one year renewal for the year 2023 with Kevin Hebdon and Linda Hebdon to serve as assistant water masters at no additional cost to the river district, also Steve Gravis to serve as an assistant water master to adjust one head-gate only with Steve Hebdon's permission. John Labrousche made the motion, Corey Fly 2<sup>nd</sup> it, **motion passed.**

Craig said the Board recommends we round water assessment to the nearest dollar and not use credit and debit system of billing. Darrell Christensen made the motion, Corey Fly 2<sup>nd</sup> it, **motion passed.**

Craig said the board recommends using resolution B for collections and use 2022 water figures for billing in 2023. Darrell Christensen made that motion, Lynn Stewart 2<sup>nd</sup> it, **Motion passed.**

Craig opened up the meeting for election of officers, Corey Fly made the motion to leave the board as is, Craig Crandall as President, Jim Andrus as Vice President, Randy Morris, Lenny Dahlke, Bryon Allen as board members with Wayne Avery as Secretary/Treasurer, Lynn Stewart 2<sup>nd</sup> it, **Motion Passed.**

Craig opened the meeting for other business, Jared Adamson answered questions about wells being measured.

John Hyde said the snow pack is 142 % of normal and the reservoir is 34 % full.

Randy Morris read a letter from his canal had drafted by Cris Robinson to be sent to IDWR about waiting a year before doing water cuts for Twin Falls to get things better in place, Randy said anyone that wants to can add their name to the letter, Ken Andrus said don't do that.

Lowell Allan asked about measuring device on the flume, John Hyde said it will be up and running in May, Lowell also asked about the old portable measuring devices, Steve Hebdon said they could not be repaired, Lowell Allan made a motion that we purchase some new ones, **motion failed, no second,**

Glen Christianson brought up wasting water and flooding his meadow and asked if they could keep the water within the banks of the river.

John Hyde said they do the best they can.

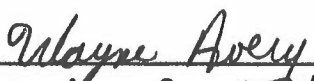
Discussed a measurement device at the head of the reservoir, Steve Hebdon said that spring run off just washes it out.

Tim Munn moved we adjourn, Lonny Dahlke 2<sup>nd</sup> it.

**Motion Passed**

Meeting adjourned at 3:10 P.M.

  
\_\_\_\_\_  
Jim Andrus, Vice President

  
\_\_\_\_\_  
Wayne Avery, Secretary/Treasurer

# ROSTER OF ATTENDANCE

20 23 ANNUAL MEETING

WATER DISTRICT NO. 29

ANNUAL MEETING

WATER DISTRICT AREA Caribou & Bannock

Date 3-6-23 Time 2:00 am/pm

Location Lava Community Building

Address 150 Center Street  
Lava Hot Springs, Idaho

NAME	ADDRESS	REPRESENTING
Craig Crandall	Chesterfield	self
Jim Andrus	Lava	self
Byron Allen	McLammon	Self
Lanny Dahlke	Downey	PMVCC
Randy Morris	Arino	PIC
John Lyda	Downey	PMVCC
Jared Adamson		IDWB
Steven Heddon	Arino	River
J. Hermansen	Lava	Self
C Phillips	Abendson	Self
Cory Fiv	Topaz	MD
Lowell Allen	McLammon	Self
DANIEL DAVIDS	24 mile/Dempsey	Self & Co.
Bridget Yates	S. Dempsey Creek Rd	Self
Chet [Signature]	24 mile Chesterfield	Self

NAME	ADDRESS	REPRESENTING
Glen Distason	Lava	SELF
Steve Toly	Lava	Lava Irrigation
Ken Andrews	Lava	Bob Smith
Stony Yakovaz	Lava	Topaz Irrigation
John Brady	Downey	PMV
Tim T. Munns	Pebble	
Lynn W Stewart	Lava	Bob Smith
Nilder Hotel	CHESTERFIELD	Kelly Canal
Richard Leeleak	LAVA	
Darrell Christensen	8450 S. B. Smith Rd Kauai Springs, ID 83246	ATKINS RANCH
Brett Carson	8843 E Maughan Ln	TOPAZ
Robert Bugley	850 Kelly Topance Rd Bancroft	Topance Canal
Shawn D Ellis	2844 Kelly Topance Rd	SELF
Tiffany Labrouche	804 Wood Rd	9th Gate Ag Labrouche Ag
Wayne Avery	Lava	Secretary