

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:

Water District 13A Cub River

Meeting Date, Time and Location:

March 4, 2024 1:00 p.m. Preston Idaho

- ☒ 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 March 3, 2025 Time 1:00 p.m. Location Preston City Office
Preston Idaho

* 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:

Melanie Haddoupe
Water District Representative / Title

3-5-2024
Date

Water District 13A *Minutes* Annual Meeting March 4, 2024, 1:00p.m. Preston Idaho

Present: See Attached Roster.

Maxine Waddoups (2023 meeting Secretary) read the minutes from the 2023 Water District 13A meeting. Motion was made by Phil Smith to accept the minutes as read; Dan Keller 2nd with all voting in favor, motion passed.

Dan Keller was nominated as the meeting chairman. Motion made by Brian Jensen, Alan Smith 2nd with all voting in favor, motion passed.

Maxine Waddoups was nominated as meeting Secretary by Eldean Holliday, Phil Smith 2nd with all voting in favor, motion passed.

ELECTION OF WATERMASTER

Phil Smith made the motion that Kirk Iverson be hired as Watermaster for Water District 13A; Alan Smith 2nd with all voting in favor, motion passed. Alan Smith made a motion that Casey Clark be hired as assistant watermaster, Robert Smith 2nd with all voting in favor, motion passed. It is herewith resolved that Kirk Iverson be elected as Watermaster for Water District 13A for the ensuing year, with duties to continue on a year-round basis. It is herewith resolved that Casey Clark be elected as Assistant Watermaster for Water District 13A for the ensuing year with duties to continue on a year-round basis.

1. WATERMASTER DUTIES

The Watermaster shall perform his or her duties as required by Chapter 6, Title 42 and in accordance with:

- a. Direction and guidance provided by the Director of IDWR
- b. The annual water district resolutions adopted herein.
- c. Guidance and input from the Water District 13A advisory Committee
- d. Guidance from the IDWR "Watermaster Handbook."

2. WATERMASTER TERM OF SERVICE

As provided in Idaho Code #42-608 (4), watermaster's term of service shall begin upon appointed by the Director of IDWR immediately following the annual meeting election and continue until the next annual meeting, or until a successor is appointed and qualified under the provision of Section 42-604, Idaho Code.

Kirk Iverson presented the Watermaster Budget Report from 2023 and discussed the 2024 proposed Budget. Kirk discussed the cloud seeding and the river measurements programs that Franklin County Soil and Water Conservation District implements. These 2 programs have not been implemented by Franklin County Soil and Water Conservation District, yet. Still working on it

Questions were asked about the balance in the account. It was discussed that the extra money in the account that is building up is set aside for the river measurements and/or measuring device. (This fund was started about 10 - 11 years ago.)

Brian Jensen discussed that the advisory committee has been looking into options to rate the rivers. There has been progress this past year and the Water District will start receiving bills for the measuring devices and work done on this project. Brian discussed that a measuring device has been installed in

Worm Creek in conjunction with Consolidated Irrigation Company and Water District 13A will be receiving a bill for \$2500 for their portion of the cost. The \$2500 will come out of the surplus in the checking account of Water District 13A.

Tami Midiniski, (2023 treasurer) presented the Financial Statement for 2023. It was discussed that there is \$8000 in the account for cloud seeding. It was agreed that cloud seeding money and measuring devices money would just come out of the surplus that has built up in the checking account.

Jason Westover moved and Phil Smith 2nd the motion that the following resolution be adopted: (motion passes with all voting in favor)

RESOLUTION SETTING THE 2024 BUDGET

It is herewith resolved that the 2024 operating budget for Water District 13A is as follows:

Watermaster wages	\$ 5843.00
Assistant Watermaster Wage	550.00
Secretary Wages	500.00
Treasurer Wages & mileage	3000.00
FICA/Medicare/Workers Comp.	1334.00
Vehicle Mileage for watermaster	4350.00
Cloud Seeding (contract)	-0-
River Measuring (contract)	-0-
Total	\$ 15,577.00

*Budget line-item totals shown are estimates; actual line-item costs may vary, but the total cost incurred for the district cannot exceed **\$15,577.00** during the fiscal year.

COLLECTION OF THE BUDGET AND DISBURSEMENTS OF FUNDS

It is herewith resolved that the adopted budget for Water District 13A be collected from water users by the WD 13A watermaster as provided by Idaho Code #42-918. The watermaster will make an assessment to each water user in pro-rata amount as determined by the budget which is formally adopted at the annual meeting. A motion was made by Robert Swainston and seconded by Jed Beckstead to have Franklin County Treasurer bill and collect the water assessments and then at the request of the Treasurer of the WD13A, the Franklin County Clerk deposits the assessments in the checking account held by the Water District 13A at Ireland Bank to pay the bills of the Water District 13A. Motion passed with all voting in favor.

DISTRICT TREASURER

A motion was made by Robert Swainston and seconded by Phil Smith to have Tami Midinski to act as the treasurer for Water District 13A. Tami Midinski shall be elected WD 13A treasurer for the 2024 fiscal year beginning March 1, 2024, and ending March 1, 2025. The treasurer shall be compensated the fixed-sum amount approved in the adopted budget as authorized by Idaho Code #42-619 (6). The duties of the treasurer will be to maintain the WD 13A checking account oversee disbursements of water district funds based upon approval of expenses by the Watermaster and prepare and authorize review of financial affairs of the district at the end of each fiscal year, in accordance with Idaho Code #42-619.

MINIMUM USER FEE

It is herewith resolved that a minimum charge of \$60.00 per water owner shall be assessed. Whenever the prorated charge to a user is less than a \$60.00.

FINAL ASSESSMENT DETERMINATION

It is herewith resolved, that in accordance with Idaho Code 42-612 (5), The assessment amount for each user as shown in the adopted budget shall constitute a final determination of the amount due for that year.

DISTRICT PAYMENT TERMS

Current year assessments shall be due to WD 13A on or before April 1st of each year. Payment of any assessment that is not received by June 1, 2024, shall accrue penalties in the amount of 10% of the charge plus interest in the amount of 1% per month from said April 1, due date, until paid, pursuant to Idaho Code #42-617. The watermaster is authorized by Idaho Code #42-618, to withhold or suspend delivery of water to any water user who has not paid their assessment, penalties, and interest in full by June 1st of said year.

ADVISORY COMMITTEE MEMBERS

Dan Keller (meeting chairman) re- appointed the Advisory Committee members for the ensuing year shall be the following: Brian Jensen, Lance Zollinger, Jason Westover.

The water users of WD 13A hereby empower the elected chairman of the advisory committee, created to do the following as approved by the committee:

****Enter into a service contract between WD13 and any qualified party, in exchange for monetary compensation, as necessary and as authorized by the adopted annual budget for expenses incurred related to the delivery of water in WD 13A.**

CREDENTIALS COMMITTEE

Dan Keller (meeting chairman) re- appointed the Credential Committee for the ensuing year: Alan Smith, Phil Smith, Mary Roberts.

ANNUAL MEETING DATE

Next annual meeting of Water District 13A will be Monday March 3, 2025, at 1:00p.m. in the Preston City Office.

Meeting adjourned at 2:00p.m.

Signed,



Maxine Waddoups, meeting Secretary
Water District 13A

After the meeting adjourned Chris Holmes from the Idaho Department of resources gave an update on the adjudication. The judge commenced it on June 15, 2021. Idaho is proceeding on with the adjudication as planned. They have an office and staff set up in Preston. The adjudication will be very well publicized. Discussed some of the different scenarios, costs, and objections of claims, etc. The burden of proof is on the claimant. He also discussed different statutes regarding the adjudication. They will probably start doing East Side or West Side mailings this summer, based on County mail. He explained that it is not the responsibility of the Water Districts to file the adjudication. It is the individuals in the district that have to file their own claim. He also mentioned that this is the last district in Idaho to be adjudicated.

Kirk Iverson water master mentioned the SNOTEL report. Franklin Basin 128% of normal 86 inches of snow.

Emigration is at 120% of normal with 77 inches of snow.

It was suggested to include this information in his Watermaster report during the meeting.

ROSTER OF ATTENDANCE

20 ²⁴~~23~~ ANNUAL MEETING

WATER DISTRICT NO. 13 A

WATER DISTRICT AREA Cub River

ANNUAL MEETING

Date March 4 2024 Time 1:00 am/pm

Location Preston City Office

Address Meeting Room
70 West Cherokee
Preston ID 83263

NAME	ADDRESS	REPRESENTING
Alan F. Smith		Cub River Irr.
Tami Mitzinski		TROCKNER
Eldean Holiday		
Casper Clark		Cub River Irr.
Tyson Westover		Cub River
Chris Karren		Cub River
Christopher Holmes		IDWR
Jed W Beckstead		
LOAN Prince		L & B Homestead
Mary Roberts		REM TRUST
Robert P. Smith		Worm Creek water Right
Brian Jensen		CIC
Dan Keller		Preston City
Robert Swanson		CIC

NAME

ADDRESS

REPRESENTING

Dan Sharp

Self

Richard Herbst

self / sub River Fire

Marlene Haddoupe

Water District 13A Sec.