

# 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:

32 D Birch Creek

RECEIVED

MAR 18 2024

DEPT. OF WATER RESOURCES  
EASTERN REGION

Meeting Date, Time and Location:

Tuesday March 5, 2024 10:00am Clark County/City Annex Building  
Dubois ID.

- ☒ Election of meeting chairman and secretary (*chairman facilities 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 03/04/2025 Time 10:00am Location Dubois ID

\* 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:

Laurie Small / secretary

Water District Representative / Title

03/11/2024

Date

**ANNUAL WATER USERS MEETING  
BIRCH CREEK WATER DISTRICT #32D**

**RECEIVED**

**MAR 18 2024**

DEPT. OF WATER RESOURCES  
EASTERN REGION

The Birch Creek Water District 32-D Water Users meeting was held March 5, 2024, 10:00 a.m. at the Clark County Annex Building, Dubois Idaho.

Andy Wagoner called the meeting to order at 10:08 a.m.

Those attending were Andy Wagoner (Chairman), Heath Wagoner, Lane Newman, Paul Webster, Casey Palmer, Duggan Grimes, Benson Briggs, Greg Shenton (Watermaster), Brett Murdock (Deputy Watermaster), and Laurie Small (secretary).

Minutes were read individually. **Lane Newman made a motion to accept the previous year's minutes with changes to the next year's meeting time from p.m. to a.m. Paul Webster seconded the motion. Motion passed.**

**NOMINATIONS FOR CHAIRMAN & SECRETARY**

Mr. Wagoner asked for nominations for chairman and secretary. **Lane Newman moved to have Andy Wagoner as chairman and Laurie Small as secretary. Casey Palmer seconded the motion. Nominations passed.**

**APPOINTMENT OF CREDENTIALS COMMITTEE**

Chairman, Andy Wagoner, waived appointing a credentials committee at this time. If one is needed, they can be appointed at that time.

**WATERMASTER'S REPORT**

Mr. Shenton presented the Watermaster's report for 2023. The 2023 diverted flows totaled 17,402 A.F., up 478 A.F. from 2022 flows. A chart with the yearly delivery in acre feet for the past 15 years was included in the report. Measurements of stream bed losses taken by contract with U.S.G.S between the reaches of Blue Dome to the Birch Creek Power Hydro Pond were included in the report. The weir on both ends of this reach gives the Watermaster a very accurate measurement of the total reach if the weirs are properly maintained along with annual silt removal. The advantage of a weir is the fact that at any time you read it you get accurate and immediate flows.

Snow course measurements were 85% of average at Meadow Lake with 41" of depth and 9.7" water content, 119% of average at Beagle Springs with 37" of depth and 7.5" water content, 83% of average at Haun with 18.75" of depth and 3.75" water content and 67% of average at spring Mountain with 29" of depth 7" water content. Snow measurements were taken on

## **RESOLUTIONS**

### **COLLECTION OF WATER ASSESSMENT**

No ditch, canal, or other water user shall have the right to demand and receive water until full payment due is paid. Payment shall become due April 15, and shall become delinquent May 15, and if not paid by May 15, the payment shall bear interest from April 15, at the rate of eight percent (8%) per annum.

The Watermaster shall not deliver any water until full payment due is paid.

### **WATERMASTER TERM OF SERVICE**

The Watermaster shall be elected for a term of one full year. The purpose is so the Watermaster can serve in the legal capacity to do official business for the district in the event of emergencies, legislative actions, hearings, disputes or other water related or job-related activities. The Watermaster cannot be required to make deliveries before April 1, or after November 1, (the normal irrigation season) unless an emergency exists. The Watermaster shall not be paid before April 15, or after November 1, from the Water District Budgeted regular funds.

### **HEADGATES & WEIRS**

All control devices and measuring devices shall be in good working order before water can be demanded or delivered. The Watermaster shall not deliver any water unless such devices are in good working order.

### **USGS MEASUREMENTS**

Two USGS measurements will be done each year.

### **WATER DELIVERY**

Allow Brandie Terry and Mrs. Sorenson to receive water for their lawns, with no daily records required, no cost to them until any future changes are made.

**Heath Wagoner seconded the motion. All resolutions passed.**

### **APPOINTMENT OF ADVISORY BOARD**

Chairman, Andy Wagoner, appointed the following to serve on the advisory board this year. Lewis Newman, Lane Newman, Heath Wagoner and James Palmer (representing Ted Sorenson).

### **OTHER BUSINESS**

Mr. Shenton will be taking additional snow measurements in April and will provide the information to the waterusers.

## **IDWR REPORT**

No one was in attendance from the IDWR

## **MEETING TIME**

Andy Wagoner asked for suggested dates for the next meeting. Lane Newman moved that the next year's annual water meeting be held Tuesday March 4, 2025, 10:00 a.m. at the Clark County Annex Building. Heath Wagoner seconded the motion. Motion passed.

Paul Webster moved to adjourn. Heath Wagoner seconded. The meeting adjourned at 10:41 a.m.

  
\_\_\_\_\_  
Andy Wagoner, Chairman

  
\_\_\_\_\_  
Laurie Small, Secretary

# Water District #32-D

## *A G E N D A*

**March 5, 2024**

**10:00 am**

**Clark County  
Annex Building**

- Call to Order
- Approval of Previous Meeting Minutes
- Nomination for Chairman and Secretary
- Appoint Credentials Committee
- Watermaster's Report
- Adopt Budget for Ensuing Year
- Nomination for Watermaster
- Adopt Resolutions for the Year
- Appoint Advisory Board
- Other Business
- Report from IDWR
- Set Date for Next Year's Annual Meeting
- Adjourn

**ROSTER OF**  
**ATTENDANCE 20 24 ANNUAL**  
**MEETING**

WATER DISTRICT NO. 32 D  
WATER DISTRICT AREA Birch Creek

**ANNUAL MEETING**

Date 03/05/2024 Time 10:00 am/pm  
Location Clark County/City Annex Bldg.  
Address 332 W Main St.  
Dubois ID 83423

NAME	ADDRESS	REPRESENTING
Andy Wagoner	390 Meppen Dr Idaho Falls	Wagoner Ranches LLC
Greg Shenton	Dubois	32-D
HEATH WAGONER	holiday 50 @ live .com	Wagoner Ranches LLC
Paul Wagoner	2503 N 500 E Idaho	Westside Partnership
Lane Newman	lanenewmanfarms@gmail.com	L3 Partnership Reno Ditch
Duggan Grimes	dugganagrimes@gmail.com	
Casey Palmer	240 E 3000 N Montview	Birch Farms
Benson Briggs	2886 N 800 E Montview	
	briggs b1126@gmail.com	