

# 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:

75D Carmen Creek

RECEIVED

MAR 15 2024

DEPT. OF WATER RESOURCES  
EASTERN REGION

Meeting Date, Time and Location:

March 4, 2024 1:30pm Carmen Heritage Hall

- ☒ 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 3/3/25 Time 1:30pm Location Carmen Heritage Hall

\* 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:

Bruce Metcalfe

Water District Representative / Title

3/8/24

Date

# WATER DISTRICT 75D ANNUAL WATER MEETING MINUTES

## MARCH 4, 2024, at 1:30 PM

The Annual Water Meeting of Water District 75D was held at the Carmen Heritage Hall; 26 Carmen Creek Road; Carmen Idaho on March 4, 2024, at 1:30 PM.

Attendees: Bruce McFarland, Ron Johnson, Viki Harber, Josh Morton, Bob Morton, Russ Tippet, Seth McFarland, George Matejko, Ruth Burns, David Barton, Jay Smith, Alan Harber, Jim Hudson, M. Pearse, Dan Durocher, Denise Durocher, Wes Dana, Rick Gervasio, Camille Evans, Craig Ammar, Brandon McFarland

The meeting was called to order by temporary Water District 75D Chairman Bruce McFarland at 1:37 PM.

### Elections

*Election of Officers: Nominations were made. Seconded. Voted in.*

Elected officers for the 2024 water season are:

Bruce McFarland, elected Chairman

Ron Johnson, re-elected Watermaster

Bruce McFarland, re-elected Assistant Watermaster

Viki Harber, re-elected Secretary-Treasurer

Brian Keller, Seth McFarland, and Josh Morton were re-elected to serve on the Water District 75D Carmen Creek Water Advisory Board. New ly elected this year to the Advisory Board is Russ Tippet.

Jay Smith's offer to join the Advisory Board if/when the Big Flat joins Water District 75D still stands.

### Minutes

Minutes from the 2023 Annual Meeting held on March 6, 2023, were read by Secretary-Treasurer Viki Harber.

Jay Smith suggested a correction to the minutes stating that the Big Flat Ditch Company does have one measuring device. As such, there was a motion to approve the correction.

*Approval of the 3/6/2023 Minutes: Motion to approve. Seconded. Passed.*

### Watermaster Report and Presentation of Proposed Budget

The 2024 Proposed Budget was presented as follows:

Watermaster Compensation.....	\$1600.00
Watermaster Expenses.....	\$ 800.00
Watermaster Social Security Tax .....	\$ 248.00
Watermaster Medicare Tax.....	\$ 58.00
Workman's Compensation Insurance.....	\$ 300.00
Lemhi County Treasurer.....	\$ 670.00
Office Expenses.....	\$ 300.00
	\$3976.00

*Approval of the 2024 Budget: Motion to approve. Seconded. Passed.*

Treasurer Financial Report

Secretary-Treasurer Viki Harber presented the 2023 Financial Report which exceeded 2023 budget limits by \$47.52. On December 31, 2023, after expenses, Frontier Credit Union (formerly East Idaho Credit Union) account balance was \$1968.35.

2023 Expenditures

Water Master Compensation .....	\$1600.00
Water Master Expenses .....	\$ 849.59
2022 Water Master Social Sec. Tax .....	\$ 198.40
2022 Water Master Medicare Tax .....	\$ 46.40
Workman's Compensation Insurance...	\$ 402.00
Lemhi County Treasurer.....	\$ 335.00
Office Expenses.....	\$ 257.13
• 1/18/2023: Allen Accounting (2021 Tax form preparation)	\$60.00
• 4/11/2023: postage)	\$12.60
• 06/19/2023: copy paper	\$8.80
• 06/19/2023: Sheet Protectors,	\$19.07
• 10/24/2023: binder,	\$6.66
• 11/06/2023: Murdochs gift card	\$150 (Secretary gratuity)

Total Expenditures thru 12/31/2023 ....\$3688.52

2023 Income

Lemhi County Treasurer.....\$3618.11

*Approval of the Financial report: Motion to approve. Seconded. Passed.*

Election of Water Basin Advisory Committee Member

Bruce McFarland was nominated to serve on the Water District 170 (Upper Salmon River Basin) advisory committee for Water District 75D.

*Approval of nomination to advisory committee: Motion to approve. Seconded. Passed.*

Adopted Resolution

The default date of June 20<sup>th</sup> is the deadline to collect water user fee dues. This coincides with tax assessor due dates. The \$10 fee is standard for the Lemhi County Treasurer to collect money due from water users and paid to the water district. 8% in late fees is charged to water users for overdue accounts. Motion to approve the default date and for Lemhi County Treasurer to collect fees as in the past.

*Approval of the Adopted Resolution: Motion to approve. Seconded. Passed.*

### Discussion

Concerning the Big Flat Ditch Company, Jay Smith will manage the measuring device and Ron Johnson will assist him as needed. Bruce McFarland will talk to IDWR's David Graybill about the number of Big Flat ditches that are included in Water District 75D. He will ask about adding measuring devices when the time arises.

Regarding Watermaster Ron Johnson's proposed budget for 2024, Chairman Bruce McFarland announced that there has been \$5 added to the base water user fee because the County Treasurer will now charge \$10 per billing for clerical purposes instead of \$5. This increase will cover that cost.

There will be an \$100 increase in Workmen's Compensation Insurance fees which was just learned the day of the meeting. The proposed 2024 budget does not reflect this, but there are funds available to cover it this year. Changes will be made to the proposed budget next year to include the rising cost of Workman's Compensation Insurance

Discussed fees/gratuity for Secretary-Treasurer which will be made from the office expenses category. Also included in office expenses will be Frontier Credit Union newly imposed banking fees of \$2 per month.

### Other Business

Chairman Bruce McFarland asked if there was any other business or any complaints about last year's water. No topics were raised.

### Next Annual Meeting

Motion was made to hold the 2025 Annual Water District 75D Meeting on Monday, March 3<sup>rd</sup>, 2025, at 1:30 PM at the Carmen Heritage Hall, 26 Carmen Creek Road in Carmen, Idaho.

*Motion to approve. Seconded. Passed.*

### Adjournment

Meeting was adjourned at 2:04 PM.

Minutes submitted by Victoria Harber, Secretary-Treasurer:

Victoria Harber

# ROSTER OF ATTENDANCE 20 24 ANNUAL MEETING

WATER DISTRICT NO. 75D  
WATER DISTRICT AREA (Carmen Creek)

## ANNUAL MEETING

Date 3/4/24 Time 1:30 am/pm  
Location Carmen Heritage Hall  
Address 26 Carmen Creek Rd  
Carmen, Idaho

NAME	ADDRESS	REPRESENTING
Alan + Viki Harbor	Box 194, Carmen	
Yetta McFarland	Box 127, Carmen	Carmen Rural Livestock
Ron Johnson	Big Flat, Carmen	
Bob Morton	P.O. Box 74 Carmen	
Ruth Burns	P.O. Box 264 Carmen	
Jim Hudson	P.O. Box 173, Carmen	
Russ Tippet	PO Box 15 Carmen	
M Pearce	PO Box 9 Carmen	
Dan + Denise Durocher	Box 256 Carmen	
Wes Dana	PO Box 134 Carmen	
Jay Smith	24 Smith Ranch Rd Carmen	
DAVID BARTON	78 PARMENTER RD CARMEN	SELF
RICK GIERVASIO	54 BIG FLAT LANE, CARMEN	SELF
Carmelle Evans	65 Parmenter Rd Carmen ID	SELF

NAME

ADDRESS

REPRESENTING

George MATSUDA	PO Box 129	
Josh D. Mats	78 Carme Creek Road	
Craig Ammar	29 Big Flat Lane	
Brandon McFarland	84 McFarland Dr	