

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:

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32D- Birch Creek

MAR 14 2025

DEPT. OF WATER RESOURCES
EASTERN REGION

Meeting Date, Time and Location:

March 4, 2025, 10:00 a.m., Clark County/City Annex Building, 332 W. Main St. Dubois, ID.

- 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* *County*
- 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, 2026 Time 10:00 am Location Clark County Annex Building

* 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

03/06/2025
Date

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MAR 14 2025

DEPT. OF WATER RESOURCES
EASTERN REGION

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

The Birch Creek Water District 32-D Water Users meeting was held March 4, 2025, 10:00 a.m. at the Clark County Annex Building, Dubois, Idaho, for the purpose of electing a Watermaster, Chairman and Secretary, and transacting such other business that might come before the meeting pertaining to the irrigation water of the district.

Andy Wagoner called the meeting to order at 10:09 a.m.

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

Minutes were read individually. **Paul Webster made a motion to accept the previous year's minutes. Heath Wagoner seconded the motion. Motion passed.**

NOMINATIONS FOR CHAIRMAN & SECRETARY

Mr. Wagoner asked for nominations for chairman and secretary. **Paul Webster 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 2024. The 2024 diverted flows totaled 15,706, A.F., down 1,696 A.F. from 2023 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 100% of average at Meadow Lake with 43" of depth and 11.6" water content, 90% of average at Beagle Springs with 28" of depth and 6.5" water content, 85% of average at Haun with 27" of depth and 4.1" water content and 58% of average at Spring Mountain with 30.2" of depth 6.6" water content. Snow measurements were taken on February 25, 2025. The Haun and Spring Mountain sites are based on a twenty-four-year average. The Haun average is 4.8 inches of water. The Spring Canyon average is 10.24 inches of water. Beagle Springs 30-year average is 6.3 inches. Meadow Lake's 30-year average is 11.3. Snotel data was acquired on February 28, 2025. Monthly flow totals were in the report. average. The Haun average is 4.8 inches of water

Cloud seeding continues with both the remote and manual generators. The manual generators budget is \$312,000.00 this year to operate and Idaho Power controls and pays for the remote generators. The Water Resource Board contributed \$60,000.00 to the cloud seeding program. An additional \$40,000 will be requested next year to bring the budget to \$100,000. The USBR map was handed out that shows the generator's placement and flight patterns. The water district can budget funds towards cloud seeding if they choose to. Mr. Wagoner mentioned he didn't think the placement of the generators were benefiting the Birch Creek area.

The Wagoner's weir needs to be replaced this year. There have been improvements made to it, but replacement is necessary. Mr. Wagoner said they planned on putting in a new metal weir. Mr. Shenton suggested keeping it in the same location. It was determined the existing weir was put in May of 1995.

The Watermaster reported \$230.00 remains in the district's checking account. Mr. Shenton informed the water users that they could close the checking account, move the funds to the district's budget and use it as needed. After discussion, the money will remain in the checking account.

Mr. Shenton reviewed the 2024 budget and proposed 2025 budget.

PROPOSED AND ADOPTED BUDGET FOR 2025

	Proposed	Adopted
Watermaster Salary, Mileage & Other	\$7,100.00	\$7,100.00
Secretary Salary	\$300.00	\$300.00
Snow Survey	\$600.00	\$600.00
USGS Measurements	\$800.00	\$800.00
Total Budget	\$8,800.00	\$8,800.00

Mr. Shenton informed the water users that the USGS Bed Loss Measurements are part of the budget.

Paul Webster made a motion to approve the proposed budget. Casey Palmer seconded. Motion passed.

NOMINATION FOR WATERMASTER

Mr. Wagoner entertained a motion for nomination of Watermaster. Paul Webster made the motion to have Greg Shenton continue as Watermaster. Heath Wagoner seconded the motion. **Motion Passed**

Paul Webster made a motion that the Water District adopts the following resolutions.

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.

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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.

WATERMASTER TERM OF SERVICE

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Heath Wagoner seconded the motion. All resolutions passed.

APPOINTMENT OF ADVISORY BOARD

Chairman, Andy Wagoner, appointed the following: Lewis Newman, Heath Wagoner and James Palmer (representing Ted Sorenson) and himself as the Advisory Committee.

OTHER BUSINESS

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

IDWR REPORT

No one was in attendance from the IDWR

MEETING TIME

Andy Wagoner asked for suggested dates and time for the next annual meeting. **Heath Wagoner moved that the next year's annual water meeting be held Tuesday March 3, 2026, 10:00 a.m. at the Clark County Annex Building. Paul Webster seconded the motion. Motion passed.**

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

X

Andy Wagoner
Chairman



X

Laurie Small
Secretary



