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MAY 04 2023

Department of Water Resources  
Eastern Region

# 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:

29 D Lower Portneuf River & Tributaries

Meeting Date, Time and Location:

3/13/23 7pm Pocatello City Council Chambers

- ☒ 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 3-11-2023 Time 7 PM Location Pocatello City Itg 11

\* 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:

Diana Burden, Treasurer 3/13/23

Water District Representative / Title

Date

# WATER DISTRICT 29 D – LOWER PORTNEUF RIVER & TRIBUTARIES

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## Annual Meeting Minutes

### Pocatello City Council Chambers

MAY 15 2023

Monday March 13th, 2023, 7:00 p.m.

Department of Water Resources  
Eastern Region

**Meeting called to order by:** Chairman, Max Schaffer at 7:00 pm; Chairman Shaffer introduced Jared Adamson, with IDRW and opened the floor to nomination for a meeting chairman. Max Schaffer was elected by unanimous vote to remain the meeting Chairman. Then, he opened the floor to nominations for Secretary and Beth Hill was elected by unanimous vote.

**Minutes from 2022 Annual Meeting:** were reviewed by the users. A motion to accept the minutes as presented was made by Ralph Onstine, seconded by Rich Diehl. The motion carried unanimously.

**Treasurer Report presented by:** Dianna Burden, 2022 budget was \$27,000 and we used \$18,945. A copy is on file with IDWR. George Chandler made a motion to accept the treasurer's report and Dennis Hill seconded. The motion carried unanimously.

Chairman Shaffer discussed the extra work that Dianna did in Kirstin's absence and said that Kristin suggested \$1,000 be paid to Dianna out of the 2022 budget surplus. The Advisory Committee agreed and asked for a motion. Ethlene Rock made the motion, Ralph Onstine seconded and the motion carried unanimously.

**Watermaster Report presented by:** watermaster, Kristin Evans. She discussed the curtailment and how much water was used. Her report is on file with IDWR. She discussed the measuring devices and the importance in checking District 1's website daily to ensure you are in compliance. If you go to Water District 29 D's website the link will take you to District 1.

**2023 Proposed Budget presented by:** watermaster, Kristin Evans and Chairman Shaffer. See page 4 / 5 of the Resolutions. The proposed total budgeted is to remain. Two-line items changed, office supplies increased \$100 and field supplies decreased by \$100. The total amount to collect will remain \$23,000 and \$4,000 will be used from the cash in the bank. Chairman Shaffer asked for discussion, or comments. There was some discussion about the current funds in the bank, (\$15K) what they could be used for and if it was an excessive amount. Advisory committee member Dennis Hill explained that 2022 was unusual and that normally the full budgeted amount would have been spent. However, because IDWR did not charge the district for these extra services, District 29 D was under budget. He asked Dianna if she had any additional comments. Dianna said that there were 21 accounts that were past due, and the checking account should not go to zero as the watermaster's expenses started prior to receipt of assessments. The assessments are mailed in April and due by June 1 -as per the Resolutions. Mark Borg moved to accept the budget as presented, Darrell Anderson seconded and the motion carried.

**Meeting Chairman Shaffer** read a letter that Portneuf Irrigating Company had written to Director Spackman and said that individual users were welcome to sign the letter. A copy of the letter and signature page were up front, if you wanted to review or sign it. The committee did not make a recommendation either way.

**Election of the watermaster:** Chairman Shaffer read the duties of the watermaster and then opened the floor to nominations.

Krystin Caldwell nominated Bryan Stanger; Randy Smith seconded. Ethlene Rock nominated Kristin Evans; Hal Armstrong seconded. Bryan received 16 votes, Kristin received 20. Kristin was selected as the 2023 watermaster.

**Election of the Treasurer:** Chairman Shaffer opened the floor to nominations for Treasurer. Gary Pureky was nominated. Dianna Burden was nominated. Gary received 13 votes, Dianna received 16 votes. Dianna was selected as the 2023 Treasurer.

**Election of Advisory Committee:** Chairman Shaffer introduced each committee member and the size/type of user they represent. Ralph Onstine motioned to leave the current advisory committee in place; John Christensen seconded the motion and it passed. The advisory committee will remain the same as 2022

**Adoption of all other Proposed Resolution Changes:** Chairman Shaffer covered changed in sections 5b, 5e, 8, 10 15 and 16. He asked for discussion or a motion. Ethlene Rock suggested a change in the wording for the assistant wastermaster duties from obey to comply. The Resolutions were adopted with the wording change.

**IDWR Update:** Jared Adamson, from the Idaho Falls office, discussed conjunctive management, and said there would be public meetings to discuss management of ground water taking place in the future. Currently they are collecting data from wells in the area. If you want to participate in the data collected contact IDWR. Jared discussed the requirement for measuring devices and water flow.

**Chairman Shaffer** recognized Commissioner Jeff Hough and thanked him for attending the meeting. Asked if there was any additional business that needed to be discussed.

Adjournment of Meeting at 8:00 p.m.

Minutes taken by:

A handwritten signature in cursive script that reads "Beth Hill". The signature is written in dark ink and is positioned above a horizontal line.

Beth Hill

# ROSTER OF ATTENDANCE

2023 ANNUAL MEETING

WATER DISTRICT NO. 29D  
 WATER DISTRICT AREA Lower Portneuf & Tributaries

## ANNUAL MEETING

Date 3/13/23 Time 7 am/pm  
 Location Pocatello City Council Chambers  
 Address 911 N 7th Ave  
Pocatello Idaho

NAME	ADDRESS	REPRESENTING
Dennis Hill	3399 S Old Hwy 91	Myself
Allen Rock	4615 W Old Hwy 91 Inkom	"
MarTBorg	3399 S Old Hwy 91	Myself
Norma Booth Hill	6900 W Portneuf Rd	both
Georgette Chandler	Rapid Creek Rd Inkom	
JD Stanger	Inkom	
Marlin Kent	Inkom	
JD Borg	2334 N. FT HALL MINE RD	Both
Julie Barnett (Dennis)	1272 N. Mink Creek	myself
Kristyn Caldwell	2958 W. PORTNEUF RD INKOM	myself
Jerome Stanger	1747 N INDIAN CREEK RD INKOM	
Lacey M Bull	5787 W Portneuf Pocatello, ID	
John Christensen	441 E Jackson Creek Rd. Inkom	
Kent Mardock	2483 N INKOM RD INKOM	



## NAME

## ADDRESS

## REPRESENTING

NAME	ADDRESS	REPRESENTING
SMITH	Box 195	IN Kom
Gekman	272	In Kom
Mike Sanders	7350 W Portneuf Rd.	Pocatello
Rich Diehl	City Hall	City of Pocatello
Harold (Hal) Armstrong	2771 Bannock Hwy, Pocatello, ID	
Monty Johnson	1130 W Hwy 30	Pocatello 83204
Jeff Trench	Chubbuck	Bannock County
Jeff Scott	1770 Mink Creek	Bannock County
Gregg Hunter	1788 N. Mink Creek Rd	Pocatello
Ray Taysom	99 E. Pidgeon Rd	IN Kom
Terro Anderson	379 E. Webb	In Kom
Travis Potter	90 N. Indian Cr	In Kom
Randy Smith		
Kip Smith		
Rm VESTAL	2490 S Grant	
DEAN HAZEN	2593 MURDOCK	IN KOM
Harold Wray	7833 West Portneuf	
ERIC KRASA, DVM	940 N. MINK CREEK RD	POCATELLO
Clair Stucki	6998 W Portneuf Rd	Poc.
Hannah Springer	529 S 7th	Poc
RALPH CRISTINE	3103 S. OLD HWY 91	MCCAMMON
Jim Spinner	PO Box 6009	Wagener Ranch LLC
JOEL KIRK	PO Box 412	IN Kom, ID 83245

NAME

ADDRESS

REPRESENTING

MIKE BARNES P.O. Box 4985 P.O. IN 83205 ~~IND~~ BARNES Family  
MAX Shaffer 213 W Putnam Mt WLP IN Kom Id 83245 City of IN Kom