

WATER DISTRICT 129, PORTNEUF RIVER BASIN AREA

2026 ADOPTED RESOLUTIONS

ADOPTED RESOLUTIONS THAT WILL REMAIN IN EFFECT UNTIL CHANGED BY SUBSEQUENT RESOLUTION OR OTHERWISE ALTERED BY A MAJORITY VOTE OF THE WATER RIGHT OWNERS IN THEIR ANNUAL MEETING OR SPECIAL MEETING CALLED FOR SUCH PURPOSE

1. DISTRICT BOUNDARIES

Water District 129 (WD129) consists of the area and water rights as defined by the *Preliminary Order Creating Water District 129 and Modifying Water District 13T* (“Order”), dated May 1, 2024. The district includes all ground water rights in a portion of Administrative Basin 29 as shown in the map attached to the Order, except (a) ground water rights used for domestic and stock water purposes as defined by Idaho Code §§ 42-111 and 42-1401A; and (b) ground water rights administered by the Shoshone-Bannock Tribes and the United States pursuant to the 1990 Fort Hall Indian Water Rights Agreement.

2. WATERMASTER DUTIES

The watermaster shall perform their duties as required by Chapter 6, Title 42, Idaho Code, and the following:

- a. Direction and guidance provided by the Director of IDWR;
- b. The annual water district resolutions adopted herein;
- c. Guidance and input from the WD129 Advisory Committee.

3. WATERMASTER TERM OF SERVICE

Per Idaho Code § 42-608, the watermaster’s term of service shall begin upon appointment by the Director of IDWR following their election by the water users at the annual meeting and continue until the next annual meeting or until a successor is appointed.

4. WATERMASTER ASSISTANTS

It is resolved that the watermaster is authorized to hire watermaster assistants to aid in discharging the watermaster’s duties. Before hiring an assistant, the watermaster must notify the advisory committee and disclose the candidate’s qualifications. If any advisory committee members object to the candidate’s qualifications, the advisory committee and watermaster shall meet to discuss the objections before hiring the assistant. Watermaster assistants must obey the watermaster’s instructions, have the same responsibilities and authority as the watermaster, and take the same oath. The compensation for watermaster assistants shall be fixed at the annual meeting and included in the adopted budget for the watermaster wages.

5. DISTRICT TREASURER TERM OF SERVICE

It is resolved that the elected treasurer’s term of service shall begin upon appointment by the Director of IDWR following their election by the water users at the annual meeting and continue until the next annual meeting or until a successor is appointed. The treasurer’s duties will be to maintain financial records, collect and disburse water district funds, and prepare or authorize a review of the district’s financial affairs at the end of each fiscal year, per Idaho Code § 42-619. The district treasurer will be paid an annual flat fee.

6. ADVISORY COMMITTEE STRUCTURE AND STIPEND

It is resolved that WD129 select an advisory committee to provide input to the watermaster and the Director of IDWR. The advisory committee will meet as often as needed to address the district’s structure, governance, and operation. Seven water users, water rightsowners, or representatives of entities owning water rights within the

district shall comprise the advisory committee. The advisory committee members should represent all water users within the district and should represent the following types of water uses or geographical areas:

- Large irrigation paying a regular assessment (more than the minimum assessment) - 3 members
- Small irrigation paying the minimum assessment - 1 member
- Commercial/industrial – 1 member
- Municipal (cities) – 1 member
- Domestic (non-exempt domestic use such as sub-divisions, community wells, etc.) – 1 member

Advisory committee members who attend any posted WD129 public meeting (i.e., regular advisory committee meeting or special meeting) that lasts longer than 30 minutes, other than the water district annual meeting, **will be paid \$200 per meeting**. No more than **five** paid meetings can occur yearly, and payment will only be made once at year-end.

7. ADVISORY COMMITTEE REPLACEMENTS

It is resolved that if an advisory committee member resigns or cannot continue serving, the remaining advisory committee members are authorized to select a replacement member to serve until the water users select a successor at the next annual meeting.

8. ANNUAL MEETING DATE

It is resolved that the annual meeting for WD129 shall be held on the fourth Thursday in February of each year at a time and place to be determined each successive year unless the Director of IDWR should find it necessary to change the meeting date or by resolution of the district at an annual meeting. The next annual meeting will be held on **February 25th, 2027**.

9. ANNUAL MEETING MINUTES

Copies of the annual meeting minutes and all approved resolutions shall be filed with the Director of IDWR immediately after the annual meeting per Idaho Code §§ 42-605(5) and 42-613.

10. COLLECTION OF THE BUDGET AND DISBURSEMENT OF FUNDS

It is resolved that the adopted budget for WD129 be collected from the water users by the WD129 Treasurer as provided by Idaho Code § 42- 613(3). The treasurer will assess pro-rata amounts for each water user as determined by the budget formally adopted at the annual meeting. All funds shall be deposited into a bank account maintained by the water district at **Ireland Bank in Pocatello, ID**. The treasurer shall disperse funds from the water district bank account using two-party signature checks when the amount exceeds \$1,000, signed by the treasurer and one advisory committee member.

11. ASSESSMENTS

Assessments shall be consistent with Idaho Code § 42-610 and § 42-612, requiring proposed water district budgets and annual assessments to individual water right holders to be prorated based upon the average amount of water delivered or used by the water right holders during the past season or seasons (not to exceed five seasons). If the past season delivery records are unavailable, the watermaster may estimate the volume of water delivered or reasonably used when water was available under the priority of the right during the past season or seasons.

Whereas no records of water delivery currently exist in the newly created WD129, it is resolved that WD129 will (a) assess all water users with the annual minimum charge until water use records are available.

12. FINAL ASSESSMENT DETERMINATION

It is 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.

13. ANNUAL MINIMUM CHARGE

It is resolved that the minimum charge of **\$150** per water user shall be assessed. Whenever the prorated charge to a user is less than **\$150**, that user will be assessed **\$150**.

14. PAYMENT OF ASSESSMENTS

It is resolved that annual assessments shall be payable on or before **April 1** of each year if not otherwise noted on the billing invoice. Any other billing is due within thirty (30) days of the billing date. The postmark date will be considered the date of payment. Accounts not paid by the due date shall be charged per Idaho Code § 42-613, which provides for a late fee of 10% of the amount due and interest of 1% per month. The watermaster will terminate water delivery to any water user whose assessments are not paid in full within sixty (60) days of the billing date and will not resume delivery until that user's amount due is paid in full.

15. DISTRICT FISCAL YEAR AND WATER YEAR

It is resolved that the fiscal year for WD129 be defined as the calendar year. The total annual volume of water recorded for water users authorized to divert year-round or outside of the irrigation season (i.e., municipal users) shall be from November 1st of the previous year to October 31st.

16. ENTRY OF LANDS BY WATERMASTER

It is resolved that the watermaster and any watermaster assistants are authorized as employees of IDWR under Idaho Code § 42-1701(5) to make a reasonable entry on lands within the district, per IDWR policy, to carry out the duties of the watermaster as instructed by IDWR. These duties include but are not limited to:

1. Inventory of diversions in the district, including inspection of conveyance infrastructure through evaluation of pump size, power usage, and the water right place of use.
2. Measuring and recording rates of diversions and regulating diversions as necessary.
3. Monitoring the place, period, and nature of water use to identify unauthorized diversion and use and to determine compliance required by any agreement or order of IDWR.

17. SETTING THE 2026 BUDGET

It is resolved that the 2026 Adopted budget for WD129 shall be **\$52,500**, as shown in Attachment A.

18. ELECTION OF 2026 WATERMASTER

It is resolved that **KRISTIN EVANS** be elected as watermaster for WD129 for the ensuing year.

19. ELECTION OF 2026 TREASURER

It is resolved that **DIANNA BURDEN** be elected as treasurer for WD129 for the ensuing year.

20. 2026 ADVISORY COMMITTEE MEMBERS

It is resolved that the WD129 Advisory Committee members for the ensuing year shall be the following:

- Member #1 (large irrigation): **KEVIN PECK**
Member #2 (large irrigation): **JARED PARKER**
Member #3 (large irrigation): **BRANTLEY HATCH**
Member #4 (small irrigation): **DAVE O'CONNELL**
Member #5 (commercial/industrial): **JERRY YOUNG**
Member #6 (municipal (cities)): **RICHARD DIEHL**
Member #7 (domestic-non-exempt): **JAY COLONEL**

Attachment A:

**Water District 129, Portneuf River Basin
2026 Adopted Budget**

Operating Expenses	
Watermaster (\$25/hr.) & Assistant Wages (\$18/hr.)	\$21,000
Treasurer Compensation	\$6,000
FICA/Medicare/Workers Compensation	\$4,500
Vehicle Mileage for Watermaster and Assistants (includes up to \$500 for additional auto insurance)	\$5,000
Supplies for Watermaster (phone, data plan, computer, etc.)	\$2,000
Office Supplies, Postage, Misc. Expenses	\$1,000
Contingency Fund (includes grant writer or funds to cover a shortfall in assessments)	\$6,000
Advisory Committee Stipend (maximum to be covered)	\$7,000
Total Operating Expenses*	\$52,500*
Amount from cash reserves to apply toward operating expenses	\$0
Total Budget to be Assessed	\$52,500

*Operating expense line items are estimates; actual line-item costs may vary, but the total water district operating expenses shall not exceed **\$52,500** during the fiscal year.

2026 Adopted Assessments

Each water user will be charged the minimum assessment of **\$150**

Approximately 350 water users x \$150 = **\$52,500**