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DEPT OF WATER RESOURCES
SOUTHERN REGION

Annual Meeting Minutes
Water Sub-District 71, Stanley Area
Monday March 15, 2021 1:00 P.M.
Mountain Village Resort and Zoom

Meeting was called to order by Cliff Hansen at approximately 1:09 p.m.

Present at the meeting location were: Cliff Hansen (Advisory Committee Chair), Dave Bennion (Representing the Stanley Lake Creek Water Users), and Cindy Yenter (WD170). Present via Zoom were: Michael Humphreys (H-Hook Ranch), Pat Fraley and Sebay Grange (Driggs Ranch), Amy Cassel (IWRB), James Mitchell, Jeff Richards (IDFG), Tom Stuart, Hans Carstensen, Nathan Helm (Arrow A), Syrena (Representing Julie Hansen), and Morgan Miller (Watermaster).

Dave Bennion moved to appoint Cliff Hansen as meeting Chair. Tom Stuart seconded. Morgan Miller and Cindy Yenter agreed to act as meeting secretaries. The 2019 minutes were read and approved. The annual meeting was not held in 2020 due to Covid-19. Dave Bennion moved to appoint Tom Stuart to the Advisory Council in place of Dan Woolley. Seconded by Jim Mitchell.

The Chairman asked for the Financial Report. Cindy Yenter presented in Melodie Baker's absence.

Proposed Budget: David Bennion made a motion to adopt a proposed budget of \$15,640.00 (Option 2). Tom Stuart seconded. Motion passed.

Watermaster: Morgan Miller reported a below average water year in 2020. Dave Bennion moved to appoint Morgan Miller as the Watermaster. Seconded by Tom Stuart. Motion Passed.

Secretary/Treasurer: Melodie Baker did not seek reappointment as secretary/treasurer. A motion was made by Pat Fraley to appoint Julie Hansen as the new secretary/treasurer. Seconded by Dave Bennion. Motion passed.

New Business: Dave Bennion made a motion to move the annual meeting date to the fourth Tuesday in March. Seconded by Michael Humphreys. Motion passed

Motion to adjourn made by Michael Humphreys, seconded by Tom Stuart. Motion passed.
Meeting adjourned at 2:01 p.m.

Respectfully Submitted,

Cindy Yenter & Morgan Miller

**AGENDA
WATER DISTRICT 71
2021 ANNUAL MEETING
Monday, March 15, 2021
Velvet Falls Saloon, Mountain Village Resort**

1:00 pm

Call Meeting to Order

Introductions: 2019-2020 Officers, Advisory Committee and Guests

Selection of 2021 Meeting Chairman and Meeting Secretary

*Approval of 2019 Meeting Minutes

*Selection of Advisory Committee and Chair

*Selection of WD170 Advisory Committee Representative

WD170 Advisory Committee Representative Report-Cliff Hansen

Watermaster Report-Morgan Miller

Financial Report-Melodie Baker

Review of Proposed Budget Options

Review of Proposed Resolutions

*Adoption of Budget

*Adoption of Resolution

*Election of Watermaster

*Election of Treasurer

Other Items of Business

Discuss Retired Goat Creek Water Right Funds-What to do with them?

Date for future meetings

Adjournment of Meeting

*Action Item

SUB-DISTRICT NO. 71
TREASURER'S REPORT 2020
 March 2020 through February 2021

Income	
INTEREST INCOME	
CHECKING 4615	\$0.09
SAVINGS 2128	\$1.88
Total INTEREST INCOME	\$1.97
Late Fee-Assessment	
OTHER INCOME	
Payroll Liabilities	
Water Assessment Fee	\$0.00
Total Income	\$1.97
Gross Profit	\$1.97
Expense	
Bank Fees	\$35.00
DONATION-MEETING ROOM RENTAL	\$50.00
Insurance	
Workers Comp	\$277.00
Total Insurance	\$277.00
OFFICE EXPENSES	
BOOKKEEPING	\$871.56
Office Supplies	\$68.29
Post Office Box Cost-annual	\$76.00
Total OFFICE EXPENSES	\$1,015.85
WATER MASTER EXPENSES	
MILEAGE WM	\$2,070.58
Total WATER MASTER EXPENSES	\$2,070.58
Watermaster-Payroll Expenses	\$5,961.53
Payroll Liability for Feb. will pay in March	-\$83.38
Total Expense	\$9,326.58
Net Income	-\$9,324.61
Starting Balance	\$21,267.11
Income	\$1.97
Expenses	\$9,326.58
Ending Balance	\$11,942.50

**WATER DISTRICT 71
STANLEY AREA SUB-DISTRICT**

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

ANNUAL MEETING DATE

Adopted 2021

It is resolved that the Annual Meeting for the Basin 71 Sub-Water district shall be held the fourth (4th) Tuesday in March at a time and place to be determined each successive year. The District reserves the option to offer participation in the meeting via Zoom or other virtual platform, in accordance with Idaho open meeting law.

PROPOSED BUDGET DISTRIBUTION

Adopted 2013

It is resolved that the proposed budget for the ensuing year be provided to users with the notice of the annual meeting each year.

WATERMASTER TERM OF SERVICE

Adopted 2009

It is resolved that the Basin 71 Sub-district watermaster's term of service shall begin upon annual meeting election and continue until the next annual meeting.

**WATERMASTER ACCESS TO CONTROL STRUCTURES AND
MEASURING DEVICES**

Adopted 2009

Recognizing that watermaster access to control structures and measuring devices is essential for providing watermaster services and limiting expense, all users shall provide for watermaster access where access to control structures and measuring devices is through a locked gate and other reasonable means of access are not available. The user shall, upon request by the watermaster, provide to the watermaster or deputy watermaster a key or combination to any such locks.

DISTRICT FISCAL YEAR

Adopted 2016

It is resolved that the fiscal year for Sub-district No. 71 be defined as starting on the first of the month following the annual meeting, and ending on the last day of the month of the annual meeting. The fiscal years shall be referred to using the year of the meeting during which the budget for that fiscal year was adopted.

WATERMASTER EMPLOYMENT AND COMPENSATION

Adopted 2016

Watermaster is an employee of the Sub-district, to be paid monthly based on actual hours worked and to be reimbursed for mileage at the federal reimbursement rate in effect at the time the mileage was incurred.

TREASURER COMPENSATION

Adopted 2016

The Treasurer will be paid as independent contractor at \$25/hr, plus mileage reimbursement for travel at the federal reimbursement rate in effect on the date the mileage was incurred. Treasurer shall be paid monthly based on actual hours worked and mileage incurred during the previous 30-day pay cycle.

WATER DISTRICT 71 STANLEY AREA SUB-DISTRICT

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RESOLUTION TO COLLECT BUDGET

Adopted 2009

It is resolved that the adopted budget for Sub-district No. 71 be collected from the water users by the Sub-district No. 71 Watermaster as provided by Idaho Code § 42-618. The Watermaster will make an assessment to each water user in pro-rata amounts as determined by the budget which is formally adopted at the annual meeting. All funds shall be deposited in a separate bank account maintained by the sub-district.

MINIMUM USER FEE

Adopted 2009

It is resolved that a minimum charge of \$50.00 per water right owner shall be assessed. Whenever the prorated charge to a user is less than \$50.00, that user will be assessed \$50.00.

FINAL ASSESSMENT DETERMINATION

Adopted 2010

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.

DISTRICT PAYMENT TERMS

Adopted 2016

It is resolved that the following payment terms be put into effect:

1. Assessments shall be payable within thirty (30) days of the billing date. The postmark date will be considered the date of payment. Accounts not paid within thirty (30) days shall be charged in accordance with Idaho Code § 42-613 which provides for a late fee of 10% of the amount due and interest of 1% per month.
2. All assessments shall be paid in United States funds.
3. 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.

VOTING BY ALTERNATIVE METHOD

Adopted 2009

It is resolved that, in the event that a vote by the alternative method (as described in Idaho Code § 42-605(4)) is requested during any annual meeting, a credentials committee will be assembled to determine the number of votes cast by individual water users. The credentials committee shall be composed of the following parties:

- the current Water District No. 170 Watermaster
- the current Sub-district No. 71 Watermaster
- at least one member of the Sub-district No. 71 Advisory Committee

ADVISORY COMMITTEE STRUCTURE

Adopted 2013

It is resolved that an advisory committee shall be selected to provide input to the watermaster and the Director of IDWR. The advisory committee will meet as often as needed to address the structure, governance and operation of the district. Six water users shall comprise the advisory committee. The advisory committee members for the ensuing year shall be appointed at the annual meeting.

**WATER DISTRICT 71
STANLEY AREA SUB-DISTRICT**

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SUB-DISTRICT 71 ADVISORY COMMITTEE MEMBERS

Adopted 2021

The advisory committee members for the ensuing year shall be the following :

Member #1: Cliff Hansen

Member #2: Brett Woolley

Member #3: Tom Stewart

Member #4: Jeff Ballas

Member #5: Jim Humphreys

Member #6: David Bennion

WD170 ADVISORY COMMITTEE REPRESENTATIVE

Adopted 2015

It is herewith resolved that Cliff Hansen be appointed as the Basin 71 representative on the Water District No. 170 Advisory Committee for the ensuing year.

ADVISORY COMMITTEE POWERS AND DUTIES

Adopted 2017

It is resolved that the Advisory Committee of Water District 71 shall have the authority to negotiate with the Idaho Water Resource Board on the Western Rivers transaction project. The chairman of the advisory committee may execute any necessary documents.

DISTRICT TREASURER

Adopted 2021

It is resolved that Julia Hansen be appointed as secretary/treasurer for Sub-district No. 71 until a successor is elected or appointed. The duties of the treasurer will be to approve expenses and disburse sub-district funds, and to prepare or authorize a review of financial affairs of the district at the end of each fiscal year, in accordance with Idaho Code § 42-619.

RESOLUTION SETTING THE 2021 BUDGET

Adopted 2021

It is resolved that the 2021 operating budget for Sub-district No. 71 is as follows (see attached worksheet):

Watermaster Wages \$25/hour (\$6500 total)

Secretary/Treasurer Wages \$25/hr not to exceed 100 hours (\$2,500 total)

FICA/Medicare (est. 7.65%) \$650

Workers Comp. \$350

Vehicle Mileage for Watermaster and Treasurer \$2140

Office Supplies/misc \$500

Contingency \$2,500

Watermaster Bonus \$500

Total \$ 15,640

* Budget line item totals shown are estimates; actual line item costs may vary, but the total cost incurred for the sub-district cannot exceed \$15,640 during this fiscal year.

WATERMASTER

Adopted 2016

It is resolved that Morgan Miller be appointed as watermaster for Sub-district No. 71 until a successor is elected or appointed.

**WATER DISTRICT 71
ADOPTED BUDGET 2021**

Date: March 15, 2021

Line Item Expenses

Watermaster Wages	\$6,500.00
(\$25/hr, approximately 260 total hours)	
Secretary/Treasurer Wages	\$2,500.00
(\$25/hour not to exceed 100 hours)	
FICA/Medicare/Workers Comp	\$1,000.00
(est 7.65% of wages + \$350 WC)	
Vehicle Mileage	\$2,140.00
3826 miles @ 0.56 / mile)	
Supplies / misc	\$500.00
Contingency	\$2,500.00
<i>Watermaster Bonus</i>	\$500.00
TOTAL ADOPTED BUDGET	\$15,640.00
Carryover	\$0.00
<i>TOTAL AMOUNT TO COLLECT</i>	\$15,640.00