

**BIRCH CREEK WATER USERS ANNUAL MEETING
MINUTES
January 10, 2022
10:00 AM
OAKLEY CANAL COMPANY OFFICE**

PRESENT:

Blake Matthews	Noland Critchfield	Heidi Lloyd	
Steve Manning	Ryan Cranney	Chantry Whittle	Colleen Whittle

President, Blake Matthews called the meeting to order at 10:02 a.m. The meeting was held at the Oakley Canal Company Office at 100 West Elm Street, Oakley, Idaho.

I. Elections:

1. Election of Officers: Noland Critchfield made a motion to elect Steve Manning as Sec/Treas. Ryan Cranney seconded the motion. All agreed, motion carried.

The officers will be as follows:

Blake Matthews – President

Steve Manning – Sec/ Treas.

2. Meeting Secretary: Noland Cranney made a motion to appoint Heidi Lloyd the meeting secretary, Ryan Cranney seconded the motion. All agreed, motion carried.

3. Water master appointment: Steve Manning made a motion to continue the contract with Oakley Canal Co. for Water master responsibilities, with Chantry Whittle acting as the water master. Noland Cranney seconded the motion, all approved, motion carried.

II. Minutes:

The minutes of the 2021 Birch Creek Annual meeting were read individually. Noland Critchfield made a motion to approve the minutes, Ryan Cranney seconded the motion, all approved, motion carried.

III. Financial Report:

Heidi Lloyd was asked to present the financial report. The current bank balance is \$26,686.25. Three fees were presented for payment: \$5000.00 to Oakley Canal Company for the 2022 water master fees, \$500.00 to Heidi Lloyd for Secretarial Fees, \$1000 for the measuring devices. Noland Critchfield made a motion to pay the bills and raise secretary fees from \$300 to \$500, Steve Manning seconded the motion all agreed, motion carried.

IV. Water master Report: The water master report was given by Chantry Whittle. Manning used 11,695", Cranny used 5,122", Matthews used 320" and Payton used 131" and Critchfield used 444".

V. Old Business:

1. Agreement - Nathan Erickson recommended that town users subordinate their rights to OCC. All users must sign agreement. Once this is done, OCC will be responsible for collecting assessments each year. Nathan Erickson agreed that the verbiage needs revised on the agreement.
2. Pipeline – The pipeline will be void if Town Users sign agreement.
3. Manning Meter – Chantry Whittle said he can pull the meter and replace the bearings. Blake Matthews replied, replace it or no water.
4. Concrete at Diversion – Chantry Whittle reported that they were not able to add a weir in 2020, would like to add a weir in 2021, which will help the measuring device to operate properly.

VI. New Business:

1. Account Forgiveness – Chantry reported there are some who have not paid their fees in a few years. It was discussed to have OCC bill for back pay. After little discussion, Steve Manning made a motion to have OCC bill for back pay on delinquent accounts, Noland Critchfield seconded. All agreed, back pay will be billed.
2. Town Agreement – Chantry Whittle presented the proposed agreement for town users. IDWR suggested pursuing town users who currently use water and to not worry about the users who cannot get water at this time. With the new agreement OCC will take over billing for town users and Manning Ranches, Matthews Farms, Cranney Farms and Rick Larson will continue to get billed through the county with a 1% interest rate per month on late payments. Steve Manning made a motion to approve the new agreement, Noland Critchfield seconded. All agreed, motion carried.
3. Chantry Whittle asked Blake Matthews if we could switch banks from Zions to D.L. Evans. Blake Matthews agreed and asked Heidi Lloyd to look into what he needs to do.
4. Budget – Steve Manning made a motion to approve the proposed budget, Ryan Cranney seconded. All approved, budget adopted.

The next Annual board meeting was scheduled for Monday, January 9th, 2023 at 11:00 am at the Oakley Canal Company office. Ryan Cranney made a motion to adjourn the meeting, Steve Manning seconded the motion and meeting was adjourned at 10:51 a.m.

President

Secretary

WATER DISTRICT BUDGET

FISCAL YEAR 20 22

The budget when adopted shall be filed with the secretary of the meeting and the watermaster shall immediately prepare and file a certified copy of the budget, along with a copy of all resolutions adopted at the annual meeting with the Idaho Department of Water Resources. When a county or counties are designated to collect the funds for the water district, a certified copy of the budget and resolutions must additionally be filed with the designated county or counties. (§ 42-613, Idaho Code)

Water District No. 45B
Water District Name (Stream/Source): Birch Creek
Watermaster: Chantry Whittle
Annual Meeting Secretary: Heidi Lloyd
Annual Meeting Secretary Address: P.O. Box 207 Oakley Id 83346
Annual Meeting Secretary Telephone/Email: 208-862-3356

Please check the appropriate box regarding the collection of water district funds.

The water district collects its own funds.

Cassia County is designated to collect the water district funds.
(County name)

A complete copy of adopted resolutions must be attached to this document. Highlight any resolutions that were added or changed. A copy of the adopted budget and resolutions must additionally be filed with the designated county or counties.

As the appointed watermaster of water district no. 45B, I HEREBY CERTIFY that the adopted budget, and the resolutions included in this submittal, are true and correct to the best of my knowledge.

Chantry Whittle
Watermaster printed name

[Signature] 12-7-21
Watermaster signature Date

9:10 AM

01/10/22

Accrual Basis

Birch Creek Irrigation District
Profit & Loss Budget Overview
January through December 2022

	<u>Jan - Dec 22</u>
Ordinary Income/Expense	
Income	
Cassia County Taxing dist	8,300.00
Total Income	8,300.00
Expense	
Assessment fees	0.00
Total Expense	0.00
Net Ordinary Income	8,300.00
Other Income/Expense	
Other Expense	
Pivotrac	1,000.00
Secretarial Fees	500.00
Watermaster Fee	5,000.00
Total Other Expense	6,500.00
Net Other Income	-6,500.00
Net Income	<u>1,800.00</u>

TREASURER STATEMENT OF FINANCIAL AFFAIRS

TO: Idaho Department of Water Resources

FROM: Treasurer of Water District No. 45B Water District Name: Birch Creek

It shall be the duty of the water district treasurer to prepare a statement of the financial affairs of the district at the end of each fiscal year and to file the statement with the director of the department of water resources. (§ 42-619, Idaho Code)

An audit of the financial affairs of the district shall be made as required in § 67-450B, Idaho Code. A certified copy of the audit shall be filed with the director of the department of water resources following the audit. (§ 42-619, Idaho Code)

I, Steve Manning, appointed treasurer of Water District No. 45B, hereby submit the attached statement(s) for the district. These statement(s) document and account for all water district assets and finances including accounts receivable, accounts received, and monies disbursed on behalf of the district.

Please check the appropriate box

- Attached is a Statement of Financial Affairs of the district.
- Attached is a Statement of Financial Affairs and certified copy of the audit as required by § 67-450B, Idaho Code

I hereby certify that the attachment(s) noted above are true and correct copies of the required statement(s) for Fiscal Year 2022.

Steve Manning
Treasurer signature

1/10/2022
Date

2231 Birch Cr. Rd.
Address

208-431-3292
Telephone

manning3292@gmail.com
E-Mail

WATER DISTRICT CONTACT SHEET

Year 2022

45 B Birch Creek

Water District No. / Name

Charney Whittle

Watermaster Name

140 S. Wilson, Oakley, ID 83346

Address, City, State, Zip

208-260-0474

Phone Number, Home / Cell

oakcreek@pnw.org

E-mail Address

Assistant Watermaster Name

Address, City, State, Zip

Phone Number, Home / Cell

E-mail Address

Steve Manning

Treasurer Name

2231 Birch Creek Rd.

Address, City, State, Zip

208-431-3292

Phone Number, Home / Cell

manning3292@gmail.com

E-mail Address

This information is required for elected water district officer(s). The information provided will be posted on the IDWR website. Please fill in the information above and return it to the appropriate IDWR regional office along with the other forms listed in the meeting checklist above, after your annual meeting.