



State of Idaho
DEPARTMENT OF WATER RESOURCES

900 N. Skyline Dr., Idaho Falls, Idaho 83402-1718 - (208) 525-7161 - Fax (208) 525-7177

EASTERN REGION

March 27, 1997

PHILIP E. BATT
GOVERNOR

KARL J. DREHER
DIRECTOR

CLARK COUNTY AUDITOR AND RECORDER
CLARK COUNTY COURTHOUSE
DUBOIS ID 83423

RE: Water District No. 31 AND 32-C

Dear Sirs:

Enclosed please find copies of the Adopted Budget and Minutes of Water Districts #31 and 32-C. They have been read and approved by this office.

If you have any questions concerning this matter, please feel free to contact this office.

Respectfully submitted,

HAROLD W. JONES
Water Rights Supervisor

Enclosure

HWJ:sc



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PHILIP E. BATT
GOVERNOR

KARL J. DREHER
DIRECTOR

KEITH BRAMWELL, Secretary
PO BOX 65
DUBOIS ID 83434

RE: Water District No. 31 AND 32-C

Dear Mr. Bramwell:

We acknowledge receipt of the Minutes of the Annual Watermaster's Election Meeting held in your district.

Now we need the Oath of Office and the Petition for Watermaster Services forms before the watermaster can be officially certified in your district.

Sincerely,

Harold W Jones
Water Rights Supervisor

HWJ:sc



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February 11, 1998

PHILIP E. BATT
GOVERNOR

KARL J. DREHER
DIRECTOR

CLARK COUNTY AUDITOR AND RECORDER
CLARK COUNTY COURTHOUSE
DUBOIS ID 83423

RE: WATER DISTRICT NO: 31, 32-C, AND 32-D
WATERMASTER: GREG SHENTON

Dear Gentlemen:

Transmitted herewith is the Watermaster's Report and claim for services along with the Proposed Budget for 1998 for the above mentioned Water District.

The various items in this report have been checked and have been found to be proper charges against the water users therein named. Section 42-612, 42-613 and 42-614 of the Idaho Code provides the procedure under which this claim shall be paid from the funds of the above named district.

If you have any questions, please contact us at once.

Sincerely,

Harold W. Jones
HAROLD W JONES
Water Rights Supervisor

Enclosure

HWJ:sc



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KEITH BRAMWELL, Secretary
BOX 65
DUBOIS ID 83423

WATER DISTRICT #31 AND 32-C
STREAM: MEDICINE LODGE AND BEAVER, CAMAS CREEK AND MUD LAKE

Dear Mr. Bramwell:

Enclosed herewith is a copy of the Watermaster's Annual Report for the past season.

The same has been prepared by the watermaster and approved by this Department in conformity with Sections 42-610, 42-614 and 42-615, Idaho Code.

Also enclosed are the Adopted Budget form, Petition for Watermaster Services, Oath of Office and necessary documents for your annual meeting.

During the 1993 legislative session, the legislature enacted a new law which amends Section 42-619(9), Idaho Code and removes the independent financial audit requirement for most state water districts. The new law, referenced by Section 67-450B, Idaho Code (copy enclosed) identifies minimum audit requirements for all local government entities. Under the new statute, the governing body of any local government entity (i.e.; water district) whose annual budget does not exceed fifty thousand dollars (\$50,000) has no minimum audit requirements under this section. This means that any district which handles its own money and whose budget is fifty thousand dollars (\$50,000) or less does not have to have an independent public account firm conduct a financial audit every few years as previously required by Section 42-619(9).

Please note that only the statutory requirement regarding the independent financial audit has been changed. Districts handling their own fund (i.e.; districts who collect and/or disburse their own funds) must still submit their own statement of the water district's financial affairs at the end of each fiscal year. As recommended in the Department's February 16, 1993 letter and the 1993 Watermaster Handbook, a copy of the financial statement may be submitted either with the annual water masters report or with the

minutes of the annual meeting for the ensuing year. An example of an annual financial statement may be found in Appendix C of the 1993 Watermaster Handbook.

The purpose of this letter is to remind all water districts that workers compensation insurance is required for all water district employees. This requirement applies to all water districts in Idaho, regardless of annual budget. Insurance should be applicable at least to all paid water district staff, including the watermaster as well as watermaster assistants, advisory committee, secretary and treasurer. The costs associated with workers compensation insurance is paid directly by the water district and should be considered an expense of the district. For information about obtaining insurance and insurance costs etc., please contact the Idaho State Insurance Fund. The State Insurance Fund has offices in Boise, Couer d'Alene, Idaho Falls, Pocatello and Twin Falls.

Water districts are also reminded that all paid water district staff may be subject to state and federal withholding taxes. These tax requirements will vary depending on salaries and total income of each watermaster or employee. In many water districts, particularly smaller districts with part-time staff, payment of these withholding taxes may be the responsibility of the watermaster or each employee. Districts may wish to contact the State Tax Commission or the Internal Revenue Service for information about state and federal withholding taxes.

Sincerely,



Harold W Jones
Water Rights Supervisor

HWJ:sc

Enclosures