



State of Idaho

DEPARTMENT OF WATER RESOURCES

Southern Region, 1341 Fillmore Street, Suite 200 • Twin Falls, Idaho 83301-3380

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C. L. "BUTCH" OTTER
Governor

GARY SPACKMAN
Interim Director

February 8, 2011

James Mullen
PO Box 207
Oakley, ID 83346

Dear Watermaster:

The Department has received the Proposed Budget, Adopted Budget, Watermaster Record, and Annual Meeting Minutes that you or staff submitted. We appreciate your promptness in submitting these documents.

I have enclosed an Oath of Office for you and your Treasurer that needs to be signed and submitted to the Twin Falls IDWR office as promptly as possible. Could you also please send along your Treasurer's contact information? From the minutes it looks like Mr. Tim Payton was elected into that position. Please also let me know if I can be of any assistance.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Cooper', written over a horizontal line.

Jeffrey S. Cooper
Sr. Water Resource Agent

ENC
CC: File

**BIRCH CREEK WATER USERS ANNUAL MEETING
MINUTES
January 14, 2011
7:00 P.M.
OAKLEY CANAL COMPANY OFFICE**

PRESENT

Jim McBride	Marilyn Short
Robert Manning	James Mullen
Tim Payton	

Robert Manning, acting in behalf of Steve Manning, called the meeting to order at 7:10 p.m. The meeting was held at the Oakley Canal Company Office at 100 West Elm Street, Oakley, Idaho.

I. Elections:

1. Jim McBride moved to appoint Marilyn Short meeting secretary, Tim Payton seconded the motion. Motion carried

2. Robert Manning opened the floor for nominations of new officers. Jim McBride nominated Robert Manning as President and Tim Payton Secretary/Treasurer. All approved. Jim McBride was then appointed a director.

The new board is as follows: President – Robert Manning, Sec/Treas – Tim Payton, Jim McBride – Director.

3. Oakley Canal Co. was contracted for Watermaster responsibilities. James Mullen will continue the responsibility of Watermaster. All approved.

II. Minutes:

The minutes of the 2010 annual Birch Creek meeting were read by Robert Manning. Tim Payton moved to approve the minutes, Jim McBride seconded the motion. Minutes were approved.

III. Financial Report:

The financial reports were discussed. The current bank balance is \$7427.21. Two fees were approved for payment: \$5000.00 to Oakley Canal Company for the 2011 assessment and \$300.00 to Marilyn Short for Secretarial Fees.

Questions were asked about the outstanding accounts receivables and if all 2010 fees have been collected. James Mullen will obtain a report from the county assessor's office. Assessments are due in full by April 1st. It was reinforced that no one is to receive water until their assessment is paid in full.

The 2011 budget was discussed, and it was decided to keep the budget the same as 2010. Tim Payton made the motion to approve the budget. Jim McBride seconded the motion. All agreed, motion carried.

IV. Watermaster Report:

James Mullen explained the Watermaster report. He also asked for a date when he should begin recording water for Birch Creek. It was decided April 1st would be the day to begin. Jim McBride made a motion to approve the water master report, Tim Payton seconded the motion. All agreed and water master report was approved.

V. Old Business:

1. The water Delivery policy will remain the same as 2009. A new agreement for 2010 was signed.
2. Nate Robinson reported on the Advisory committee. The only thing on the agenda for last year was piping water to Gloria Gee. This will be done this year.
3. James was asked to report on the proposed pipe line projects for 2010. He presented maps of the proposed pipelines for the Canal Company, Birch Creek and D&N Ranch. There will be 3 pipe lines in the ditch. This is to separate Birch Creek water from canal water on the weeks both are using water. This will go from Wilson St and get water to Muriel Peterson and Gloria Gee. James felt that 8" pipe is needed and Nate Robinson said that would tie into their existing 8" line. James stated the need for an agreement is critical to establish ownership and liability for the pipe lines. Canal Company needs to have a right-of-way through the Birch creek ditches. James will work on drafting this agreement. It will need to be seen by an attorney and then recorded.
4. Future pipe lines were discussed which could possibly deliver water from Birch Creek through the town. It was proposed that the Advisory Committee address long term plans for pipe projects.
5. James Mullen stressed the importance of the officers being more involved with the finances of the district. He suggested that they check more than once a year on the unpaid balances of the water users and the bank balance.

VI. New Business

1. A contract agreement was discussed. It is felt that there needs to be an agreement between Dutch Robinson and the Birch Creek water users stating that a 10" line be installed in place of the cement ditch through the Callahan property by Dutch Robinson. And that the Birch Creek water users have an easement right, through this property, for

the repairs and maintenance of the pipe line. Jim McBride made a motion that we follow through with obtaining this contract as soon as possible. Tim Payton seconded the motion and motion carried.

2. Future pipe line projects were discussed. The need to put all city ditches in pipe was discussed as the ideal situation for saving water and easing the water delivery situation. James Mullen explained that it is the long range goal of the Canal Company but the cost is high. He explained that it will all need to be surveyed, legal descriptions drawn up and that everyone in the district will have to agree to the plan.

James also reported on the success of the High line and Birch Creek pipe line projects which were completed in 2010.

3. The board decided to schedule a board meeting next month, Feb. 10th at 1:00pm

Meeting was adjourned at 8:30. The next Annual board meeting was scheduled for Tuesday, January 10, 2011 at 7:00pm at the Oakley Canal Company office.

President

Secretary