

Instrument # 202408

CARIBOU COUNTY

3-7-2019 03:13:19 PM No. of Pages: 1

Recorded for: BONNIE BARFUSS

DENISE HORSLEY

Fee: 10.00

Ex-Officio Recorder Deputy

Index to: MISC RECORDINGS

Water District 11-B Minutes

March 4, 2019 10:06 AM

Caribou County Court House Downstairs Lunch Room

Annual water board meeting was called to order by Chairman Kristen Skinner

Those in attendance were Alan Skinner, Director of City Hall, Kristen Skinner, Chairman / water user, Bonnie J Barfuss, secretary-treasurer/ water user, Michael Holliday of Idaho Department of Water Resources, Eastern Regional office and Jason Maughan Bayer Chemical Representative.

Election of meeting chairman: Bonnie J Barfuss nominated Kristen Skinner to remain 11-B Waterboard Chairman. This was seconded by Alan Skinner. No other candidates were nominated.

Election of Water District Watermaster: Alan appointed Justin Hansen as the new watermaster for 11-B. Bonnie J Barfuss seconded the motion. No other candidates were nominated. Mr. Hansen is the water superintendent for the city of Soda Springs. He will use the city truck to check water levels and make water deliveries which he will be covered under the city for workmens compensation. Mr. Hansen has agreed to the salary of \$1,200.00. The water season is April 20th through September 30th.

Election of Secretary and/or treasurer: Kristen made a motion to appoint Bonnie J Barfuss as the secretary/treasurer. Alan seconded it. No other candidates were nominated. Bonnie J Barfuss will mail out water user assessment billings on April 15th, collect funds, and issue payment to the watermaster. One water user did not pay his 2018 bill. Two invoices were mailed out.

Approval of adopted budget: Alan made a motion to keep the budget as if has been \$2,220. The mileage will stay in the checking account since a city employee will be the watermaster.

Approval of Annual Meeting Minutes: 2018 minutes were approved.

Annual meeting will follow at March 2, 2020 at 10:00 AM.

Motion to adjourn at was made by Bonnie J Barfuss. Kristen Skinner seconded the vote.


Water District Secretary

ADOPTED BUDGET AND RESOLUTIONS
PERTAINING TO THE COLLECTION THEREOF
FOR 2019

WATER DISTRICT NO. 11BSTREAM Soda CreekCOUNTY CaribouNAME OF SECRETARY Bonnie J. BarfussADDRESS OF SECRETARY PO Box 18 Soda Springs, ID 83276

COLLECTION AND HOLDING OF WATER DISTRICT FUNDS

Please check the appropriate box regarding the collection and holding of Water District funds.

☒ The Water District collects and holds its own funds.

☐ _____ County collects and holds funds for the Water District.
(county name)

☐ _____ County collects the Water District's funds and deposits the funds in an account
(county name) held by the Water District.

(This report must be certified and made in duplicate, one copy to be forwarded to the appropriate regional office of the Idaho Department of Water Resources., and one copy to the Secretary of the Annual Water User's Meeting of the Water District. If a designated county collects funds for the water, then a third copy must be sent to the auditor of the designated county.)

Soda Springs, Idaho, 2019

I HEREBY CERTIFY that the within is true and correct copy of the budget as adopted at the annual Water User's Meeting of Water District No. 11-B, held at Caribou County Courthouse Downstairs on the 4th day of March, 2019 and all resolutions adopted at said meeting pertaining to the time and the manner of collecting the amounts provided for in the said budget.



Secretary, Water District No. 11-B

WATER DISTRICT No. 11-B

DISTRIBUTION OF THE BUDGET AMONG USERS

[illegible]

[illegible]

RESOLUTIONS PERTAINING TO THE TIME AND MANNER OF COLLECTING THE BUDGET AS
ADOPTED AT THE ANNUAL MEETING OF THE USERS OF

WATER DISTRICT No. 11-B

Each member will be billed on the 15th of April. The money will be desposited into 11-B checking account.

Keep rebilling Kendall Presbytery even though they do not pay their bill.

Watermasters salary will be \$1200.00

Watering season is April 20th through September 30th.

Annual Water District Meeting Checklist

Per Idaho Code Title 42 Chapter 6 (Distribution of Water Among Appropriators), annual water district meetings must include (at a minimum) the actions listed below.

IDWR wants to ensure each water district is meeting these minimum standards. **Please return this completed checklist to the appropriate IDWR regional office with the annual meeting minutes (this list does not replace meeting minutes) and ensure that all of these actions are clearly addressed in the meeting minutes.**

Water District Number and Name: 11-B Soda Creek

Meeting Date: 03-04-2019

- ☒ Election of meeting chairman
- ☒ Election of water district watermaster (and assistant watermaster (optional)
- ☒ Election of water district secretary and / or treasurer
- ☒ Approval of adopted budget
- ☒ Minutes, make sure date, time, place and roster of attendees are included in minutes.
- ☒ Make sure the secretary or authorized person sign the Minutes.
- ☐ Next year's meeting date, location, and time

March 2, 2020 Caribou County Courthouse
Meeting Date, Time of Meeting and Location (next year)

Preparation Checklist after Annual Meeting

- ☒ Idaho Statutes 42-605 states, "Within five (5) days after meeting...the meeting secretary shall forward a certified copy of the minutes to the department. Along with the Minutes, the Adopted Budget, Oath, Petition of Watermaster and Information sheet should be submitted to IDWR before the irrigation season starts. IDWR needs to send the "Certificate of Appointment" of Watermaster and Treasurer prior to irrigation season.
- ☒ Idaho Statutes 42-606 states, "All watermasters shall make an annual report to the department" This report should be submitted to the Department by December 31 of each year.

By signing below I verify that all required actions have been addressed at the water district annual meeting

Completed by:

Bonnie I. Sattles

Water District Representative



State of Idaho

DEPARTMENT OF WATER RESOURCES

Eastern Region • 900 N Skyline Drive, Suite A • Idaho Falls ID 83402-1718

Phone: (208) 525-7161 • Fax: (208) 525-7177

Website: idwr.idaho.gov • Email: easterninfo@idwr.idaho.gov

BRAD LITTLE
Governor

GARY SPACKMAN
Director

March 13, 2019

Caribou County Treasurer / Auditor
Box 507
Soda Springs ID 83276

RE: Water District No. #11B

Dear Treasurer / Auditor:

Enclosed please find copies of the Adopted Budget and Minutes of the above Water District. 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,

Sharla Cox
Administrative Assistant