

## WATER DISTRICT INFORMATION SHEET

2019

Year

13N minK Creek

Water District # / Stream Name

Reed Swann

Watermaster Name

7455 N. Capital Hill Rd, Preston, Id 83263

Address

208 852-2295 208 540-1713

Phone Number, Home / Cell

13nwatermaster@gmail.com

E-Mail Address

Assistant Watermaster Name

Address

Phone Number, Home / Cell

E-Mail Address

Judy Phillips

Secretary Name

PO Box 247, Preston, Id 83263

Address

208 852-0415 208 852-1957

Phone Number, Home / Cell

contact@twinlakescanalcompany.com

E-Mail Address

**Please print in the blank information above and return it to the Idaho Department of Water Resources. Your cooperation on this matter would be greatly appreciated. If you have any questions, please feel free to contact me.**

**Respectfully Submitted,**

**Sharla Cox  
Administrative Assistant**



Water District 13N  
Annual Meeting  
March 4, 2019

The water district met at 11:00 am in Preston, Idaho, and was called to order by President Richard Free, with the following present: Richard Free, Judy Phillips, Clare Christensen, Kent Egley, Robert Swainston, Lyle Porter, Stan Packer, Jim Naylor, Andrew Beutler, Justin Roberts, Hank Povey, Glade Larsen, Paul McKay, and James Cefalo from the State.

The minute of March 5, 2019 were read. Clare Christensen made a motion to approve the minutes and Kent Egley seconded it. The motion passed.

Nominations were open for officers for the coming year, Clare Christensen made a motion to leave the officers as they are: Richard Free President and Judy Phillips Secretary. Kent Egley seconded it. The motion passed.

Nominations were open for a watermaster. Kent Egley moved to leave Reed Swann as watermaster Paul McKay seconded it. The motion passed.

Richard Free asked for a motion for the assessment be levied and collected by the Franklin County Treasurer prior to the irrigation season. Robert Swainston made a motion and Stan Packer seconded it. The motion passed.

Hank Povey talked about attending the IDWU meetings each year and that Twin Lakes has had Clair Bosen going to these meetings. Justin Roberts also went to the meeting this year and he reported that he felt it was beneficial to have someone attend from our area. Hank asked if any of the water districts would be willing to help with costs of having Clair go to these State conventions, to represent our area. The companies said they would take it back to their company and see if they would want to help with the funds to send someone to these meetings.

Richard Free reported that all ditches are in compliance, except the Clouse ditch. Glade Larsen reported that this will be in and ready before the irrigation season.

Kent Egley had questions about the 60/40 split decree and how and where this 40% that Twin Lakes have is measured. Richard will get with the watermaster and make sure it is measured from the right place correctly.

James Cefalo reported that snow pack, water levels are good this year.

Next meeting will be the 1<sup>st</sup> Monday in March, March 2, 2010 at 11:00 A.M.

Robert Swainston made a motion to adjourn, Kent Egley seconded it. The meeting adjourned.

  
Judy Phillips, Secretary

  
Richard Free, President



**ADOPTED BUDGET AND RESOLUTIONS**  
**PERTAINING TO THE COLLECTION THEREOF**

For 2019

**RECEIVED**  
**MAR 08 2019**  
Department of Water Resources  
Eastern Region

WATER DISTRICT NO. 13N  
STREAM MINK CREEK  
COUNTY FRANKLIN  
NAME OF SECRETARY JUDY PHILLIPS  
ADDRESS OF SECRETARY PO BOX 247, PRESTON, IDAHO 83263

**COLLECTION AND HOLDING OF WATER DISTRICT FUNDS**

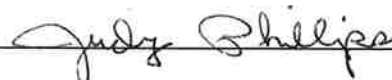
Please check the appropriate box regarding the collection and holding of Water District funds.

☐ The water District collects and holds its own funds.  
☒ Franklin County collects and holds funds for the Water District.  
☐ \_\_\_\_\_ County collects the Water District's funds and deposits the funds  
in an account held by the Water District.

(This report must be certified and made in duplicate, one copy to be forwarded to the appropriate regional office for 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.)

\_\_\_\_\_Preston\_\_\_\_\_, Idaho March 4, 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. 13N, held at Preston, Idaho on the 4th Day of March, 2019, and all resolutions adopted at said meeting pertaining to the time and manner of collecting the amounts provided for in the said budget.

  
\_\_\_\_\_  
Secretary. Water District No. 13N



**BUDGET ADOPTED AT THE ANNUAL MEETING****OF THE WATER USERS**WATER DISTRICT NO. 13NEstimated Amount for Watermaster's Salary.....\$ 3,000.00

Estimated Amount for Other Expenses.....

Franklin County 3% Collection Fee..... \$ 99.00Workers Comp..... \$ 300.00TOTAL ESTIMATED EXPENSES FOR 2018..... \$ 3,399.00**DISTRIBUTION OF THE BUDGET AMONG USERS**

<b>Individual, Ditch or Canal Company, assessed</b>	<b>Water Right Ident. No.</b>	<b>Address</b>	<b>Amount of Budget</b>
Twin Lakes Canal Company	13-896B, 13-901 13-2289, 13-2296	% Judy Phillips PO Box 247, Preston Id 83263	1,591.81
Riverdale Canal Company	13-7748	% Cliff Jensen 4008 E. Station Cr. Rd. Preston, ID 83263	131.02
Consolidated Irrigation Company	13-7747	% Thane Winward 10 S. State, Preston, ID 83263	677.68
Mink Creek Irr. Co. #3	13-895A, 13-896A	% Richard Free 6843 E. Hwy 36, Preston, ID	164.03
Mink Creek Irr. Co. # 1	13-894	% Glade Larsen 6885 N. Capitol Hill Rd Preston, ID 83263	197.72
Glencoe Irr. Co	13-902	% Bret Rasmussen 4730 N. 1600 E., Preston, Id	38.67
Birch Creek Irr.	13-911	% Phee Crosland 6708 Birch Creek Rd.Preston,	148.10
Birch Creek Culinary	13-7926	% Glade Larsen 6885 N. Capitol Hill Rd, Preston	6.56
Mink Creek Canyon LLC	13-903	% Phillip Christensen 7378 Mink Cr. Rd, Preston,Id	91.15
Mink Creek Hydro LLC	Non Consumative Use, 13-7416	% Mr. Jake Fackrell PO Box 1, Preston, Id 83263	352.26
<b>Total</b>			<b>3,399.00</b>





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

**WATER DISTRICT NO. 13N**

---

The budget be levied and collected prior to the irrigation season by the Franklin County Treasurer.



# 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: 13N Mink Creek

Meeting Date: March 4, 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

(1st Monday in March) March 2, 2020 11:00 A.M  
Meeting Date, Time of Meeting and Location (next year) Basen Bldg

## Preparation Checklist after Annual Meeting

- ☒ Idaho Statues 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 Statues 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:

Judy Phillips, Sec.  
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](http://idwr.idaho.gov) • Email: [easterninfo@idwr.idaho.gov](mailto:easterninfo@idwr.idaho.gov)

**BRAD LITTLE**  
Governor

**GARY SPACKMAN**  
Director

March 13, 2019

Water District #13N  
Judy Phillips  
PO Box 247  
Preston ID 83263

RE: WATER DISTRICT #13N

Dear Secretary / Treasurer:

We acknowledge receipt of the Minutes of the Annual Watermaster's Election Meeting held in your district. The Watermaster Certificate will be sent under separate cover.

Thank you.

Sincerely,

Sharla Cox  
Administrative Assistant





**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](http://idwr.idaho.gov) • Email: [easterninfo@idwr.idaho.gov](mailto:easterninfo@idwr.idaho.gov)

**BRAD LITTLE**  
Governor

**GARY SPACKMAN**  
Director

March 13, 2019

Franklin County Treasurer / Auditor  
39 W Oneida  
Preston ID 83263

**RE: Water District No. #13N**

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

