

## WATER DISTRICT INFORMATION SHEET

2019

Year

120

Water District # / Stream Name

Blake Jordan

Watermaster Name

900 N Skyline Dr Ste A Idaho Falls ID 83402

Address

208.525.7161

Phone Number, Home / Cell

Blake.Jordan@idwr.idaho.gov

E-Mail Address

Bob Peck

Assistant Watermaster Name

900 N Skyline Dr Ste A Idaho Falls ID 83402

Address

208.525.7161

Phone Number, Home / Cell

Robert.Peck@idwr.idaho.gov

E-Mail Address

Cher Ramos

Secretary Name

900 N Skyline Dr Ste A Idaho Falls ID 83402

Address

208.525.7161

Phone Number, Home / Cell

Cher.Ramos@idwr.idaho.gov

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**

Meeting Minutes Water District 120 (Draft)  
Annual Meeting  
February 11, 2019

Bingham County Courthouse, Courtroom 4

1:04pm Tim Deeg called the meeting to order.

Robert Murdock made a motion to nominate Tim Deeg as chairman and Cher Ramos as secretary for the meeting. This was seconded by Craig Evans and the motion carried.

Time was given to review the minutes and Dane Watkins moved to accept the minutes. Robert Murdock seconded and all were in favor.

Tim addressed a concern about how people were notified of the meeting. Per the resolutions, IDWR notified the ground water districts directly and advertised in local newspapers. Marla Tribble contributed that postcards might be a more cost effective way to communicate if reverting the responsibility back to IDWR. Bob Turner made a motion for IDWR to notify customers directly. Dane Watkins seconded the motion and the motion was carried.

Cher Ramos reviewed the 2018 financials. Bob Turner asked why the receivables on the balance sheet were so high compared to last year. Cher did not know the cause offhand, but stated she would investigate this. (After the meeting it was determined the receivables were high because a very large account had paid after the fiscal year ended). Robert Murdock moved to accept the financial report and Dane Watkins seconded the motion and the motion was approved by all.

Blake Jordan proposed the 2019 budget. Blake explained that there was an effort made to stay under the \$100,000 threshold that would cause a mandatory audit, which runs approximately \$3500 per year. Carl Taylor recommended a smaller audit on the years the budget does not exceed \$100,000. Tim stated that this could be carried out by the advisory committee. Dane Watkins proposed to accept the budget as proposed, Robert Murdock seconded the motion and the motion carried.

James Cefalo reviewed the resolutions. The changes in the resolutions this year include changing the watermaster from James Cefalo to Blake Jordan, lowering the administrative fees, and striking the paragraph at the end of resolution 12 that states IDWR will notify the ground water districts and the papers. Neil Morgan asked if replacing James with Blake will cause a change in the budgeted amount for watermaster. James explained that IDWR only bills for hours worked for the district. Robert Murdock motioned to accept the resolutions with the changes noted, and Neil Morgan seconded the motion with all in favor.

Bob Peck presented the watermaster report, reviewing the 2019 outlook, and the 2018 review. Carl Taylor and Robert Murdock brought up concerns about the water having to be turned off too soon for some and too late for others and how to address that problem. James and Blake addressed the concerns stating that ultimately if the customer needs to shut off the power prior to a cut off of November 15, then they should contact IDWR to arrange the reading to be done prior to shut off or arrange for it to be turned back on for the reading.

Marla voiced that she feels the requirements should be in writing. Alan Jackson helped answer her concerns by stating that those who must have the flow meters installed are aware of the requirements, or know how to get their questions answered, and that composing written material including all of the installation requirements for every brand and type would be more like a large manual than a communication.

Bob resumed the presentation on flow meter installation requirements and flow meter maintenance. A motion was made to accept the watermaster report by Robert Murdock, and was seconded by Dane Watkins, and the motion carried.

A motion was made to keep the committee the same as 2018 for the 2019 year by Robert Murdock and this was seconded by Neil Morgan without objection.

Robert and Tim thanked James for serving as the watermaster. Tim thanked the Bannock-Shoshone attendees for their graciousness in renting water to the district, and he looks forward continue a lasting relationship with them.

Tim opened up the floor for other business. None was discussed.

2:02pm a motion to adjourn was carried, as moved by Craig Evans and Neil Morgan.



Cher Ramos, Secretary

**WATER DISTRICT 120 ANNUAL MEETING-02/11/2019**

NAME	REPRESENTING	PHONE	EMAIL
Brian Schneider	Aberdeen	208-681-0842	schneiderb66@live.com
Jenny Decker		208-403-6570	jdecke1.idaho@gmail.com
Gail Martin	Shoshone-Bannock Tribes	208 239-4583	gmartin@sbtribes.com
Sperie WARD	" "	208-239-4581	sward@sbtribes.com
Tina Larsen	Bingham GrandWater	208 684-9684	binghamgw2@hotmail.com
Marla Table			
NEIL MORFITT	self	208-221-9700	nmorfit154@gmail.com
Richard Polatis	self	209 684-3135	richpolatis@hotmail.com
Layne Polatis	self	208-684-3553	eatidaho.pads@gmail.com
Dore W. Wilkes	Burr. Branch	523-2800	THE WATKINS Co. US Govt
Connie Christensen	self	208-243-6085	
Robert A. Murrell	self	208-680-4833	
Craig Evans	Bingham GWD	208-680-3927	
Carl Taylor	BJGW	208-317-7462	ctaylor@tandsons.com
Edo Turner	BJGW D	520-7632	BJGWDistrict@gmail.com
Emme George	TWRC	239-4590	
Bester Galloway	TWRC	239-4590	
Elberta Eschies	TWRC	239-4544	eeschies@sbtribes.com
Eldon Fisher	TWRC	239-4983	efisher@sbtribes.com
Alan Jackson	Bingham GWD		
Kurt Swiedan	BJGW D		
James Cefalo	120 WRW/DNR		
Blake Jordan	1DNR		
Bob Peck	1DNR		

**WATER DISTRICT 120 ANNUAL MEETING-02/11/2019**

[illegible]

**Water District 120  
2019 Resolutions**

1. The annual Water District 120 meeting shall hereafter be held on the second Monday of February of each year unless the Director of IDWR or the Water District 120 advisory committee should find it necessary to change the meeting date or unless changed by resolution of the district at any annual meeting.
2. The watermaster shall perform the duties as required by Chapter 6, Title 42, Idaho Code and in accordance with:
  - 1) The duties described in the Final Order Creating Water District 120, signed by the Director of the IDWR, February 19, 2002, including:
    - a) Curtail illegal diversions;
    - b) Measure and report the diversions under water rights;
    - c) Enforce the provisions of the stipulated agreements approved by the Director, and;
    - d) Curtail out-of-priority diversions determined by the director to be causing injury to senior priority water rights if not covered by a stipulated agreement or a mitigation plan approved by the Director.
  - 2) Direction and guidance provided by the Director of IDWR pursuant to Idaho Water Law.
  - 3) The annual water district resolutions as adopted herein.
3. Blake Jordan be elected the watermaster for Water District 120. The Director of IDWR shall appoint Blake Jordan, an employee of IDWR, to provide watermaster services for the ensuing year.
4. As provided in Idaho Code § 42-608(4), the watermaster shall serve throughout the entire year after election at this meeting and upon appointment by the Director.
5. The attached budget represents the expenses to be incurred by Water District 120 in the current year (November 1 – October 31). The attached budget is hereby adopted as a component of these resolutions.
6. Water District 120 includes one or more ground water districts, irrigation districts or other geographical areas where the source of water or nature of water use is common among water right owners and users. The following ground water districts and irrigation districts may already be measuring and reporting diversions on their own to promote efficiency in the administration of water rights and water management.
  - 1) Aberdeen-American Falls Ground Water District
  - 2) Bingham Ground Water District
  - 3) Bonneville-Jefferson Ground Water District
  - 4) Falls Irrigation
7. Water Users within Water District 120 shall be assessed as follows. For purposes of these resolutions, the diversion rate for a point of diversion shall be calculated based on the cumulative diversion rate authorized under all water rights pertaining to the point of diversion.

- a) Diversions meeting the definition of “domestic purposes” as set forth in Idaho Code §42-111 will not be assessed.
- b) Diversions, with water rights authorizing equal to or less than 0.24 cfs or 5.0 acres of irrigation shall receive a minimum assessment of \$50. These minimum assessment diversions will not be measured by Water District 120 or the ground water districts or irrigation districts described above.
- c) Diversions, with water rights exceeding 0.24 or 5.0 acres of irrigation, that are measured by one of the ground water districts or irrigation districts described above, will be assessed an administrative fee of \$.075 per acre-foot diverted based on a 5-year rolling average.
- d) Diversions, with water rights exceeding 0.24 cfs or 5.0 acres of irrigation, that are not measured by one of the ground water districts or irrigation districts described above, will be regularly measured and monitored by Water District 120 staff. The assessment for such diversions will include:
  - 1) \$70.00 per diversion;
  - 2) \$0.45 per acre-foot diverted based on a 5-year rolling average; and
  - 3) An administrative fee of \$.075 per acre-foot diverted, based on a 5-year rolling average.

8. BE IT RESOLVED that the Water District 120 budget will be approved for a fiscal year that begins November 1 and ends October 31.

BE IT FURTHER RESOLVED that the Water District 120 advisory committee shall hereby be authorized to adopt an interim water district budget for the period between November 1 and the next annual meeting.

9. Be it also resolved, that the Watermaster is authorized pursuant to Idaho Code § 42-618, to withhold or suspend deliveries of water to any water user who has not paid their assessment charge by January 1 of the year following the billing date.
10. The water users of Water District 120 hereby empower the elected advisory committee to enter into a Memorandum of Understanding between the Water District and the Director of IDWR that will provide for the following:
- a) Compensation of the watermaster and all related water district expenses for the 2019 fiscal year shall be provided by the water district.
  - b) The budget for Water District 120 for the ensuing year will be set at this annual meeting in resolution 10. Appointment of a district treasurer for fiscal year 2019 will occur during a regular or special meeting of the advisory committee of Water District 120 before assessments from the water district are sent.
  - c) The watermaster shall maintain an office for the ensuing year within the IDWR Eastern Regional Office, located in Idaho Falls, Idaho.
  - d) IDWR will provide office space, vehicles and the use of all necessary office and field equipment in exchange for compensation as set in the 2019 budget. This arrangement shall not give Water District 120 any ownership interest in any IDWR office space and equipment. However, equipment purchased by Water District 120 will remain owned by Water District 120



e) Districts identified in item 6 are expected to fund, at their own expense during the 2019 fiscal year, personnel and equipment necessary for measurement and reporting of diversions within these districts.

11. These districts designated above may have employees who measure and report diversions to the water master of Water District 120 and IDWR. The water master of Water District 120 may therefore appoint employees or agents of these districts as assistant watermasters for purposes of measuring and reporting water use to the watermaster of Water District 120. The water district watermaster and the Director of IDWR will provide direction and guidance to assistant watermasters for measuring and reporting of diversions in these districts, including but not limited to the following:

- a) Each district responsible for data collection shall provide an annual report of diversion data to the water district watermaster in accordance with Idaho Code § 42-606, § 42-708, § 42-709, and the direction provided by the Director of IDWR.
- b) Assistant watermasters shall cooperate and coordinate with the water district watermaster and IDWR in sharing water use information.
- c) The regulation of diversions, including curtailment of diversions and other water right enforcement actions, shall be the primary responsibility of the water district watermaster and IDWR.
- d) The designated districts will first be given the opportunity to resolve unauthorized diversions, or other enforcement matters before action is taken by the watermaster or IDWR.
- e) To the extent that assistant watermasters may otherwise be involved in the regulation or enforcement of diversions, such involvement will be under the instruction of the watermaster and the Director of IDWR.

12. WHEREAS, the water district meets in regular annual session, as provided by state law, and;

WHEREAS, an advisory committee shall be elected at each regular annual session to represent the interests of the water users and to provide input to the watermaster and the Director of IDWR, and;

WHEREAS Idaho Code 42-605 provides for voting by water users and election of an advisory committee,

BE IT RESOLVED that the credentials for voting in any district meeting and for serving on the district advisory committee will be as follows:

- a) The advisory committee shall consist of 11 members, of which no more than 3 of these shall represent non-irrigation water users. And be it further resolved that when available there shall be at least three committee members from both the Aberdeen-American Falls Ground Water District and the Bingham Ground Water District and at least two committee members from the Bonneville-Jefferson Ground Water District.



- b) Must be a water user of the district as evidenced by a valid water right or an assessment for water delivery the previous year.
  - c) Must have paid all assessments owed to the water district.
- 13. Copies of the minutes of the annual meeting, the budget as approved, all resolutions approved, and the report prepared in accordance with Idaho Code § 42-615, shall be filed with the director of the Department of Water Resources in accordance with Idaho Code § 42-617.
- 14. The watermaster of Water District 120 shall be responsible for submitting to IDWR annual reports showing water use and such other information that may be deemed necessary by the Director of IDWR in accordance with Idaho Code § 42-606, § 42-708, and § 42-709.
- 15. The watermaster and assistant watermasters are authorized under Idaho Code § 42-1701(5) to make reasonable entry on lands within the district to carry out the duties of the watermaster as instructed by IDWR. These duties include but are not limited to:
  - a) Monitoring diversion and measuring rate and volume of water diverted from ground water and other public water sources.
  - b) Measuring the depth to water in wells.
  - c) Monitoring the place, period, and nature of use of water to identify unauthorized diversion and use and to determine compliance with mitigation provisions required by agreement or order of IDWR.
- 16. Past Due Measurements

For those diversions that are not measured and reported by the ground water districts, if there is a diversion that has not been measured for more than five years, the watermaster has the authority to measure that diversion and charge the appropriate ground water district for the cost of measurement, using the assessment rates listed in Resolution #7.

## WATER DISTRICT 120

				2018 Adopted Budget	2018 Actuals	2019 Proposed Budget
<b>Administrative Income</b>						
Count	2019 Rate					
Minimum Charges	109 \$ 50	\$	5,700	\$	5,450	\$ 5,450
GWD AF Watermaster	665,161 \$ 0.075	\$	76,949	\$	80,796	\$ 49,887
Measured AF Watermaster	85,040 \$ 0.075	\$	3,900	\$	405	\$ 6,378
			<b>\$ 86,549</b>	<b>\$</b>	<b>86,652</b>	<b>\$ 61,715</b>
<b>Measurement and Reporting Income</b>						
Measured AF Measurement	46,871 \$ 0.45	\$	17,551	\$	20,560	\$ 21,092
Wells	226 \$ 70.00	\$	17,010	\$	15,820	\$ 15,820
			<b>\$ 34,561</b>	<b>\$</b>	<b>36,380</b>	<b>\$ 36,912</b>
Adjustments				\$	0	
Misc Income				\$	25	
Interest				\$	1,140	
Total Income			<b>\$ 121,110</b>	<b>\$</b>	<b>124,197</b>	<b>\$ 98,627</b>
<b>Administrative Charges</b>						
Watermaster Services		\$	68,791	\$	71,158	\$ 56,500
Clerical Assistant		\$	30,313	\$	27,995	\$ 7,406
Meeting Expense		\$	250	\$	104	\$ 250
Office Supplies				\$	200	\$ -
Misc Expense				\$	25	
Reconciliation Discrepancies				\$	0	
Audit Expense		\$	4,500	\$	-	\$ 4,500
Total Administrative		\$	103,854	\$	99,482	\$ 68,656
<b>Measurement and Reporting</b>						
Assistant Watermaster		\$	34,988	\$	37,000	\$ 31,000
Misc. Hydrographer Expenses		\$	700	\$	-	
Equipment Expense		\$	-	\$	-	\$ -
Total Measurement & Reporting		\$	35,688	\$	37,000	\$ 31,000
<b>Total Budget</b>			<b>\$ 139,542</b>	<b>\$</b>	<b>136,482</b>	<b>\$ 99,656</b>
<b>Proposed Net Income(Loss)</b>			<b>\$ (18,432)</b>	<b>\$</b>	<b>(12,286)</b>	<b>\$ (1,029)</b>

# 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: 120

Meeting Date: February 11, 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

February 10, 2020 1pm Bingham City 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:

\_\_\_\_\_  
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 #100, 110 and 120  
Cher Ramos  
900 N Skyline Dr Ste A  
Idaho Falls ID 83402

RE: WATER DISTRICT #100, 110 and 120

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,

A handwritten signature in blue ink, appearing to read 'Sharla Cox', is written over a large, loopy blue circular mark.

Sharla Cox  
Administrative Assistant