

# ANNUAL MEETING MINUTES

WATER DISTRICT No. 71 - Stanley Area Sub-District

MEETING DATE: June 12, 2012

MEETING LOCATION: Stanley Ranger Station

MEETING SECRETARY NAME: Jan Skrukrud

ADDRESS: Post Office Box 203, Stanley, ID 83278

1400 Meeting called to order.

Selection of meeting Chairman - Nick Miller - voice concensus

Selection of meeting Secretary - Jan Skrukrud - voice concensus

Approval of 2011 Annual Meeting minutes as written.

## Presentation of 2012 Resolutions

- 1) Change of annual meeting date from second Tuesday in June to the third Monday in March to comply with state statutes. Resolution adopted by voice concensus.
- 2) Change of district fiscal year to April 1<sup>st</sup>; the first day of the month following the annual meeting. Resolution adopted by voice concensus.

- 3) Watermaster pay and compensation.

Watermaster is an employee of the sub district. Pay will be \$460 per month for 12 months. Mileage will be reimbursed at the federal rate in effect at the time the mileage is incurred.

|| Resolution adopted by voice concensus. ||

- 4) Secretary/Treasurer pay and compensation.

Secretary/Treasurer will be paid as an independent contractor or at a rate of \$25.00 per hour.

Compensation and mileage to be paid based on actual hours and mileage incurred during the previous 30-day pay cycle.

Total compensation not to exceed \$2,500.00 for work and mileage incurred during the fiscal year.

Secretary/Treasurer will be reimbursed mileage at the federal rate in effect at the time the mileage is incurred.

- 5) Resolution setting the 2012 budget.

It is herewith resolved that the 2012 operating budget for Sub-district No. 71 is as follows:

Watermaster wages \$460 per month, not to exceed \$5,520.00.

Secretary/Treasurer compensation and mileage at \$25.00 per hour, not to exceed \$2,500.00.

FICA/medicare estimated at 7.65%, estimated amount of \$425.00

Workman's compensation estimated at \$300.00.

Unemployment/contingency fund estimated at \$2,500.00.

Vehicle mileage for Watermaster not to exceed \$2,500.00. (Treasurer mileage included in Treasurer compensation.)

Office supplies/miscellaneous \$500.00.

**Total budget \$14,250.00**

Budget line item totals shown are estimated; actual line item costs may vary, but the total cost incurred for the sub-district cannot exceed \$14,250.00 for the fiscal year.

Budget approved by voice consensus.

- 6) Resolution to elect or appoint Watermaster.

Jan Skrukrud elected.

- 7) Resolution to elect or appoint Secretary/Treasurer.

Melody Baker appointed by voice consensus.

The duties of the Treasurer will be to approve expenses and disburse sub-district funds, and to prepare or authorize a review of financial affairs of the sub-district at the end of each fiscal year, in accordance with Idaho Code § 42-619.

- 8) Sub-district 71 Advisory Committee Members

The advisory committee members for the ensuing year shall be:

Member #1 Cliff Hansen

Member #2 Brett Woolley

Member #3 Dan Woolley

Member #4 Bill Leavell

Member #5 Jay Neider

Member #6 Sherrill Baird

Advisory committee approved by voice consensus.

- 9) WD170 Advisory Committee Representative 2012

Cliff Hanson appointed by voice consensus.

All business concluded at 1430.

Submitted by Jan Skrukrud