

# Annual Water District Meeting Checklist

Water district annual meetings must address certain topics. The checklist below will help ensure each water district is addressing the necessary topics during the annual meeting. Please return this completed checklist to the appropriate IDWR regional office along with the adopted budget, resolutions, and annual meeting minutes.

Water District Number and Name:

296 Birch Creek

Meeting Date, Time and Location:

2/10/25 7pm American Legion Bldg.

- Election of meeting chairman and secretary (*chairman facilitates meeting and secretary must record meeting minutes and submit to IDWR within 5 business days following the meeting*)
- Read and approve previous year annual meeting minutes
- Watermaster report and presentation of proposed budget
- Treasurer financial report
- Adopt budget (*must be submitted to IDWR immediately following the meeting*)
- Elect watermaster\*
- Elect assistant watermaster(s)\* (optional)
- Elect water district treasurer\*
- Select an advisory committee (optional)
- Adopt resolutions (*must be submitted to IDWR immediately following the meeting*)
- Determine next year's meeting date, time and location

Date 2/9/26 Time 7pm Location Legion Bldg - Downey

\* An oath is required before the first year of service.

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

Completed by:

Diana Butler Treasurer

2/10/25

Water District Representative / Title

Date

FEB 12 2025  
DEPT. OF WATER RESOURCES  
EASTERN REGION

**WATER DISTRICT 29 G – BIRCH CREEK**  
**2025 ANNUAL MEETING MINUTES**  
**AMERICAN LEGION BUILDING - DOWNEY**  
**Monday FEBRUARY 10th, 2025, 7:00 p.m.**

**Called to Order and Introduction**

Dianna Burden

**Selection of Meeting Chairman** -Motion by Phil Fergus to nominate Dianna Burden, 2<sup>nd</sup> by Dave Bloxham. Unanimous

**Selection of Meeting Secretary** Motion by Phil Fergus to nominate Larry Burden, 2<sup>nd</sup> by Kent Winward. Unanimous

**Approval of Minutes from 2024 Annual Meeting as** Motion by Jodi Gardner 2<sup>nd</sup> by Phil Fergus. Unanimous

**Watermaster Report Kent Winward** The year went well, not much to report. Does anyone have any questions or concerns? - Motion by Jodi Gardner to accept watermaster report, 2<sup>nd</sup> by Dave Bloxham. Unanimous

Discussion about Cherry Creek

**Treasurer Report** – Assessment \$1,200 and expenses totaled \$1,175. Motion by Dave Bloxham to accept treasurers report, 2<sup>nd</sup> by Kent Winward. Unanimous

**Adopt Budget** – Dianna presented the budget. The 2025-2026 Budget will be \$1,710. The increase includes Malad Valley Irrigation- which had not paid for several years. MIV has their own watermaster, and did not understand what they were paying for. The Water District's watermaster ensures that the District is in compliance with Idaho Code Chapter 6, Title 42. They do not replicate the same duties as a watermaster hired by an Irrigation Company. MVI is in Water District 29-G, so to be included in the District's compliance reporting with IDWR, they are required to pay their pro rata share. Kent Winward and Phil Fergus will attend their next monthly meeting to discuss.

Motion by Nick Phillips to approve the budget, 2<sup>nd</sup> by Dave Bloxham. Unanimous

**Elect Watermaster / Assistant Watermaster**

Motion to elect Kent Winward as watermaster by Rex Nielsen, 2<sup>nd</sup> by Jody Gardner. Unanimous  
Motion by Rex Nielsen, to give Kent permission to assign an Assistant Watermaster if necessary, 2<sup>nd</sup> by Nick Phillips. Unanimous

**Elect Treasurer** Motion to elect Dianna Burden as Treasurer by Kent Winward, 2<sup>nd</sup> by Jody Gardner. Unanimous

**Selection of Advisory Committee** Motion to elect same Advisory Committee by Rex Nielsen,  
2<sup>nd</sup> by Jody Gardner. Unanimous

**Rex Nielsen – Cherry Creek**

**Mike Vaughan – Cherry Creek**

**Phil Fergus – Birch Creek**

**Next Year's Meeting Date and Time**

Monday, February 9, 2026 – 7 pm – American Legion Building

**Adjournment of Meeting** - Motion to adjourn -  
Unanimous

**Discussions:** Mark Bloxham received a letter about testing water at his pond on Station Creek. Cherry Creek should update their Agreement, as Mike Vaughan has purchased some land with water and moved 2 water rights to District 29G. There was some discussion on the new Ground Water District 129.

**Minutes Submitted by:**



**Larry Burden, Meeting Secretary**

# Water District 296

Feb. 12<sup>th</sup> 2024

Meeting called to order by Dianna Burden and opened.

Selection of the chair Rex Nielson, Kent motioned Janet 2<sup>nd</sup>

Janet nominated for Secretary Kent motioned Jody approved.

Rex read old minutes from Feb. 13<sup>th</sup> 2023 7:00 pm Motion to approve by Janet 2<sup>nd</sup>  
Dave Bloxam Rex asked about fixing the diversion and said it needed done. Dave  
asked where the new one would be. Kent explained we were working with a  
advisor. And we should all get together to clean it out.

Budget was set for the year at 1200.00 with an extra 20.00 for travel to cherry  
creek. Janet motioned to approve Kent 2<sup>nd</sup> all in favor. Elected Kent as water  
master by Dave Janet 2<sup>nd</sup>. All agreed to elect a 2<sup>nd</sup> water master if Kent needed.  
Advisory committee was explained and Janet motioned to keep it the same Rex,  
Mike , Phill , Dianna as treasurer. 2<sup>nd</sup> by Jody. Next Years Meeting set for Feb. 10<sup>th</sup>  
2025 7pm

minutes taken by  
Janet Barnes

approved 2/10/25

# ROSTER OF ATTENDANCE 2025 ANNUAL MEETING

WATER DISTRICT NO. 296 )

WATER DISTRICT AREA Birch Creek )

ANNUAL MEETING

Date 2/10/25 Time 7 am/pm

Location American Legion Bldg

Address Downey Idaho

NAME	ADDRESS	REPRESENTING
<u>Jody Anderson</u>	<u>24286 S. Marsh Valley Rd.</u>	
<u>Ilana Mauler</u>	<u>24544 S. Marsh Valley Rd.</u>	
<u>Mike Smith</u>	<u>23882 S. Oldmated Hwy</u>	<u>Bill Phillips 1st</u>
<u>Mark Blaxham</u>	<u>824 E. Big Hollow</u>	<u>Leslie Blaxham Family Trust</u>
<u>Nick Nielsen</u>	<u>P.O. Box 135, Downey</u>	<u>Nielsen Farmland LLC</u>
<u>Rex Nielsen</u>	<u>P.O. Box 135, Downey</u>	<u>Rex Nielsen</u>
<u>David Blaxham</u>	<u>2955 E Woodlands Rd</u>	<u>David Blaxham</u>
<u>Jason Dalton</u>	<u>23010 S Marsh Valley</u>	<u>Heritage Ranch</u>
<u>KAW</u>	<u>699 E Big Hollow</u>	<u>Winward</u>
<u>Phil Fergus</u>	<u>25319<sup>so</sup> Marsh Valley Rd.</u>	<u>Phil Fergus</u>