

RECEIVED

APR 03 2024

DEPT. OF WATER RESOURCES  
EASTERN REGION

# 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.

RECEIVED

APR 03 2024

DEPT. OF WATER RESOURCES  
EASTERN REGION

Water District Number and Name:

# 29 Portneuf River Water Users

Meeting Date, Time and Location:

March 3, 2024 2:00 p.m. Lava Seniors Building

- ☒ 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 March 3, 2025 Time 2:00 p.m. Location Lava Seniors Building

\* 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:

Wayne Avery Secretary

Water District Representative / Title

3-23-24

Date

Board present Craig Crandall- President, Jim Andrus- Vice President, Randy Morris, Bryon Allen, Bradie Hanson, and Wayne Avery-Secretary/Treasurer.

Craig called meeting to order at 2:00 P.M., welcomed everyone and reminded everyone to be sure to sign the attendance call.

Craig asked for the minutes to be read, Tim Munns made the motion to accept the minutes as read, John Labrousche 2<sup>nd</sup> it motion passed .

Craig asked for the finical statement to be read. Shawn Ellis made the motion to accept finical statement as read. Tim Munns 2<sup>nd</sup> it, motion passed.

Craig recommended Jim Andrus, Randy Morris, and Wayne Avery to serve on the credentials committee. Dan Davids made the motion, John Labrousche 2<sup>nd</sup> it, motion passed.

Craig asked for the proposed budget to be read, The Proposed budget was read with the board recommendation that we amend Steve Hebdon's, Water Master expense's from \$12,000.00 to \$13,234.77 a \$1,234.77 increase bringing the total to \$54,000.00 Instead of \$52,765.23. Shawn Ellis made the motion to amend the proposed budget from \$52,765.23 to \$54,000.00 with a change in water masters expense's from \$12,000.00 to \$13,234.77, John Labrousche 2<sup>nd</sup> it, motion passed.

Craig stated the board recommends we hire Steve Hebdon as the water master for 2024 with a 2 year contract and a one year renewal for the year 2024, with Kevin Hebdon and Linda Hebdon to serve as assistant water masters at no additional cost to the river district, Tim Munns made that motion and John Labrousche 2<sup>nd</sup> it, motion passed.

Craig stated the board recommends we round the water assessments to the nearest dollar and do not use the credit and debit system, John Labrousche made the motion that we continue rounding assessments to the nearest dollar until notified different Shawn Ellis 2<sup>nd</sup> the motion, motion passed.

Craig stated the board recommends using resolution B for collections and use 2023 water figures for billing in 2024. John Labrousche made the motion to use resolution B until further notice, Tim Munns 2<sup>nd</sup> it, motion passed.

Craig opened the meeting for elections of officers, Tim Munns made the motion to leave it the same with Craig Crandall- President, Jim Andrus - Vice President, Board Randy Morris, Bryon Allan, Bradie Hansen, with Wayne Avery Secretary/Treasurer, John Hyde 2<sup>nd</sup> motion passed.

Shawn Ellis discussed measuring devices, Bradie Hansen and John Hyde went over measuring devices and also what is going to take place to repair the spill way at the damn. No one from IDWR showed up.

Craig asked for any other business, none  
John Hyde made the motion to Adjourn, John Labrousche 2<sup>nd</sup> it, motion passed

Adjourned @ 2:35 P.M.

  
Wayne Avery Secretary/treasurer

\_\_\_\_\_  
Jim Andrus, Vice President a

# ROSTER OF ATTENDANCE

20<sup>24</sup> ~~23~~ ANNUAL MEETING

WATER DISTRICT NO. 29

WATER DISTRICT AREA Bannock & Caribou

ANNUAL MEETING

Date 3-4-24 Time 2:00 am/pm

Location Lava Seniors Building

Address 150 Center Street  
Lava Hot Springs, Idaho

NAME	ADDRESS	REPRESENTING
Craig Crandall	Chesterfield	CX Holdings
Byron Allen	McCammon	McCammon Ditch Co
Randy Morris	Arimo	Portneuf Irrigating
Jim Andrews	Lava	Bob Smith Creek
Ernie Hansen	Downey	P.M.V.C.C
Stacy Kikora	Lava	TOPAZ
John & Hay Labovche	Chesterfield	Labovche Ag & Livestock
Shawn Ellis	Chesterfield	Shawn Ellis
Tim T. Munns	Chesterfield/House Valley Ut.	King Creek ASSC
S. Toly	Blazer Hwy	L.I.C. LTD
John Lyde	Downey Id.	PMVCC
DANIEL DAVIS	Lava Hot Springs Chesterfield, ID	24 M. & Dampsey
Steven Heddon		

NAME

ADDRESS

REPRESENTING

Nelson Stead	McCammon	Cutter Ditch
Spis Stead	McCammon	Cutter Ditch
Oliver Phuntam	Laure	SELF
Lynn Stewart	Lava	Bob Smith Creek
John Brady	Virginia	SELF
Wayne Avery	Lava	Secretary