

MINUTES OF THE REGULAR MEETING
OF THE COMMISSIONERS OF THE
HEART MOUNTAIN IRRIGATION DISTRICT
AUGUST, 09 2016.

The August regular meeting of the Heart Mountain Irrigation District's Board of Commissioners was held at the Heart Mountain Irrigation District office located at 1206 Road 18, Powell, Wyoming on Tuesday, August 09, 2016. Commissioners present: President Brian Duyck, Vice President Pat Nelson, Brad Ferguson, Scott Hecht and Travis Jackson. Staff attendances included District Manager Randy Watts, Secretary/Treasurer Tyler Weckler, assistant Sec/Treas. Toni Perrine and Enlargement staff Lynn Stutsman and Laura Shipley. The meeting was called to order at 8:57 a.m. by President Brian Duyck.

President Brian Duyck called for the reading of the minutes for the Regular Meeting of Commissioners held on July 12th, 2016. Commissioner Travis Jackson made a motion to approve the minutes as amended. Commissioner Scott Hecht seconded the motion; motion passed.

President Brian Duyck called for the Treasurers report presented by Secretary/Treasurer Tyler Weckler. After the payment of the bills presented, the O&M checking account will have a balance of \$82,453.24. The New Equipment Money Market at Bank of Powell #...2439 has a balance of \$86,257.29; Money Market (MM) at Bank of Powell #...1233 has \$119,890.15; MM Bank of Powell #...2383 holds \$121,793.49; Certificate of Deposit (CD) at Big Horn Federal #...1489 stands at \$112,848.02; CD at First Bank of Wyoming #...\$389,813.41. Commissioner Scott Hecht made a motion to accept the treasurer's report as amended. Commissioner Brad Ferguson seconded the motion; motion passed. An amended copy is attached to these minutes.

President Brian Duyck called for the review of unpaid bills. Secretary/Treasurer Tyler Weckler presented the unpaid bill detail identifying July-August commitments at \$40,631.88. Commissioner Brad Ferguson made a motion to authorize payment of unpaid bills as amended. Commissioner Scott Hecht seconded the motion; motion passed. An amended copy of the unpaid bills detail is attached to these minutes.

President Brian Duyck called on District Manager Randy Watts who opened the floor to Lynn Stutzman and Laura Shipley. Ms. Stutzman began with an analysis of the contractual work effort completed by Morrison & Maierle, in re-mapping the districts water service contract boundaries. Her analysis of the electronic data provided by the contracted engineering firm was estimated as being behind schedule and data integrity of minimal use.

Laura Shipley was asked to provide a status on the class 6 reclassification work effort. Ms. Shipley provided a power point identifying the scope of effected landowners and mapping delineations; current estimations show 374 landowners included within the enlargement with 2700 acres of delineated class 6 acreage. Moving forward, field point verifications will be conducted in following weeks. Discussion concluded with District Manager and Lynn Stutzman acknowledging coordination with the Bureau of Reclamation & State Engineer's office regarding public lands captured within the enlargement process.

Manager Randy Watts continued his report with a general discussion on enlargement billing and timeframes. The tentative distribution date for the landowner letter is scheduled for September.

Mr. Watts noted some sections within the Employee Handbook were outdated, incomplete or missing as in prior revisions. Manager asked Assistant Secretary/Treasurer Toni Perrine to produce draft revision, incorporating current business operations as approved in prior board meetings. A review by the board will be conducted in subsequent month.

District office procedural process improvements were noted by District Manager. Customer voucher forms and project order forms can be consolidated in most circumstances. The two processes could be integrated by maintaining the state statute disclaimer & customer signature/acknowledgment on P.O. forms.

The Fee schedule for equipment usage was discussed and will be amended during March 2017 Board Meeting.

Flow meters, operational standards and maintenance issues were presented by district manager. President Brian Duyck provided a handout on new flow meters options that have extended working life. The Board of Commissioners asked Mr. Watts to refer to the Rules & Regulations and enforce the policy as written.

Manager Randy Watts continued his report with the fire on 2AB which burned some fencing on the districts grazing lease ground. After roundtable discussion, board has asked the manager to contact attorney and discuss replacement obligations as it relates to maintaining grazing lease values.

District Manager briefed the Board of Commissioners on landowner issues from 2011. Rules and regulations were reviewed to determine responsibilities for any re-installation of landowner fencing on district easements. Review affirmed the responsibility is the landowners. Further analysis with district attorney was advised by the board.

Continuing the easement discussion, Randy Watts addressed some encroachment concerns, some of which create obstacles for district employees and decrease the ability to safely implement weed mitigation techniques. Board of Commissioners unanimously agreed with the Bureau of Reclamation stance, that enforcement of easement encroachment, by the district, should be exercised.

Brief update on the leased ditchrider house; renters provided a 30 day notice. Commissioners noted any new lease agreements should be contingent upon the housing needs of district employees.

Additional landowner concerns regarding seepage and property erosion was described by the district manager. After discussion and reference to rules and regulations, it was agreed to communicate to the landowner that they need to install a drain.

The District Manager provided an update on the various ponds encountered within the district. District manager's discussion with State Engineers office confirmed a state permit is required prior to building a pond. District manager inquired on enforcement policy. Board of Commissioners requested more information prior to any enforcement decisions.

Mr. Watts continued with a landowner concern on R4S-17. Water was presumed, by landowner, to be subbing out. The claim was addressed and was determined to not be leaking. Brief canal maintenance discussion was had thereafter.

District manager asked the board of commissioners about the option of re-seeding operation & maintenance sites; this was identified as not being needed this year, based on time and cost analysis.

Board of Commissioners received a copy of the level II study for the Rattlesnake Liner Repair/replacement. The report details, including options and associated costs, were discussed. Randy noted the Wyoming Water Development Office was holding open house to gather public opinion for this study and is set for September 14th, 2 pm at the Park County Library in the Grizzly Room. Vice President Pat Nelson asked about notification of the landowners; Randy noted WWDC will be posting a notice within the local newspapers. Commissioners inquired about a possible in-house work effort analysis for Rattle Snake liner repairs, in stages. Manager will look into this possibility.

Board of Commissioners asked district manager about chemical applications for moss abatement within the canal. Mr. Watts had spoken to resources and noted an Aquatic license would need to be acquired at substantial costs. After discussions, it was agreed to re-evaluate alternative moss abatement options.

Vice President Pat Nelson moved to go into executive session to discuss employee discrepancies. Scott Hecht seconded the motion; motion passed.

Commissioner Travis Jackson made a motion to come out of Executive Session. Vice President Pat Nelson seconded the motion; motion passed.

Board of Commissioners requested some additional information on the task force assembled to re-align water district authority under the County Commissioners office. Mr. Watts will provide input as information is gathered.

Hearing no further business to come before the Board, President Brian Duyck adjourned the June Regular Meeting of the Heart Mountain Irrigation District's Board of Commissioners at 12:35 p.m.

RESPECTFULLY SUBMITTED,

Brian Duyck, Board President

ATTEST:

Tyler Weckler, Secretary/Treasurer