

MINUTES OF THE REGULAR MEETING
OF THE COMMISSIONERS OF THE
HEART MOUNTAIN IRRIGATION DISTRICT
JULY 11, 2017

The July regular meeting of the Heart Mountain Irrigation District's (HMID) Board of Commissioners was held at the Heart Mountain Irrigation District office located at 1206 Road 18, Powell, Wyoming on Tuesday, July 11, 2017. Commissioners present: President Brian Duyck, Vice President Pat Nelson, Brad Ferguson Scott Hecht and Travis Jackson. Staff attendances: District Manager Randy Watts, Secretary/Treasurer Tyler Weckler, assistant Sec/Treas. Toni Perrine, Ditchriders Tim Harvey, Rusty McKeen and GIS technician Laura Shipley. Speakers include Enlargement P.E. Lynn Stutzman, National Resources Conservation Service (NRCS) representative Rory Karhu and landowner Jessie Fowler. The districts' attorney Mary Reed was also present. The meeting was called to order at 9:00 a.m. by President Brian Duyck.

President Brian Duyck called for the reading of minutes from the Regular Meeting of Commissioners held on June 13, 2017. Vice President Pat Nelson made a motion to approve the minutes. Commissioner Travis Jackson 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 \$66,776.83. The New Equipment Money Market at Bank of Powell #...2439 has a balance of \$6,778.44; Money Market (MM) at Bank of Powell #...1233 has \$229,558.45; MM Bank of Powell #...2383 holds \$122,546.38; Certificate of Deposit (CD) at Big Horn Federal #...1489 stands at \$113,060.38; CD at First Bank of Wyoming #... \$390,593.62. Bank of Powell Enlargement fund #...2382 holds \$71,568.13. Commissioner Travis Jackson made a motion to accept the treasurer's report. Commissioner Brad Ferguson seconded the motion; motion passed. A copy is filed with these minutes.

President Brian Duyck was asked to sign the yearly assessment roll, for submittal and further signatures by the Park County Board of Commissioners. President Brian Duyck signed the document; a copy is filed with these minutes.

President Brian Duyck called for the review of unpaid bills. Secretary/Treasurer Tyler Weckler presented the unpaid bill detail identifying June-July commitments at \$37,253.47. After review, Commissioner Brad Ferguson made a motion to authorize payment of unpaid bills as presented. Vice President Pat Nelson seconded the motion; motion passed. A copy is filed with these minutes.

President Brian Duyck asked District manager Randy Watts to present his managers' report. Mr. Watts asked Ditchrider Tim Harvey and Rusty McKeen to join the meeting to discuss ditchriders housing contract agreements (or lack thereof). Mr. Watts noted that currently, there is no agreement between the district and the employees whom are living in two of the houses. Housing terms and agreements need to be identified and documented for clarity; including livestock or pets, yard maintenance, repairs, access/snow removal and general liability issues which are not addressed. Rusty McKeen noted his renovation on the Lane 13 ½ Ditchrider house and invited the board to see the improvements done thus far.

District attorney Mary Reed was asked to draft a contractual agreement for the employees utilizing ditchriders houses for review and approval by the board of commissioners.

Landowner Jesse Fowler was asked to present his proposal in obtaining NRCS funding for a lateral upgrade. Mr. Fowler handed out a draft plan map detailing the irrigation pipeline; this is filed with the minutes. He proposed HMID perform the work and in turn, be reimbursed by the landowner, who would be paid directly by NRCS. Roy Karhu noted the easement was held by the landowner and can be transferred to HMID. The issue of the headgate

not delivering properly could be resolved by this cooperative work and funding grant. Commissioner Scott Hecht noted this could be a case study in terms of fixing lateral delivery issues and associated funding shortfalls. The board of commissioners requested cost details. Rory and Jesse thanked the board and left the meeting.

Mr. Watts continued with an update on the enlargement and asked P.E. Lynn Stutzman & GIS technician Laura Shipley to brief the board on the status of the enlargement. Ms. Stutzman and Ms. Shipley provided an Enlargement Project Progress report; this is filed with the minutes. This report outlined man-hours, challenges, successes and benefits of in-house efforts. Ms. Shipley discussed the cadastral which needs to be re-done as well. Ms. Stutzman presented the draft letter and sheets, ready for mailing to the State Engineers Office (SEO) who has agreed to provide a preliminary, curtesy review.

The board of commissioners discussed participation deadlines for the enlargement with a tentative cut-off date of August 15th was noted. Ms. Perrine handed out a spreadsheet listing of landowners who declined or have not responded; this is filed with the minutes. The Board of Commissioner went line by line; each commissioner was assigned to a person on the list to conduct a final call, confirming their participation status. Follow ups will be conducted and results analyzed in the August board meeting.

Commissioner Scott Hecht motioned to go into executive session. Commissioner Brad Ferguson seconded the motion; motion passed.

Commissioner Scott Hecht made a motion to come out of executive session. Commissioner Brad Ferguson seconded the motion; motion carried.

The Board of Commissioners was presented the budget resolution as outlined by the district auditor. A motion was made to authorize President Brian Duyck to sign the 2016-17 budget resolution. Commissioner Travis Jackson seconded the motion; motion passed. The resolution was signed.

Randy Watts continued his report with a request to purchase a 'low boy' trailer capable of transporting the districts Hitachi 330. Current transportation needs are carried out by a contracting trucking company. Mr. Watts discussed the benefits, low costs and noted only minor modifications to the semi-trailer truck would be needed.

After discussions, Commissioner Scott Hecht moved that the board authorize the district manager to purchase the trailer for \$10,000. Vice President Pat Nelson seconded the motion; motion passed with all in favor.

Mr. Watts continued with a reminder of public comment for the 'Higbie Subdivision' which is scheduled on the next planning and zoning meeting on Tuesday July 18th, 2017. Vice President Pat Nelson asked the manager to follow up with Shoshone Irrigation District and inquire on how they handle water rights under houses and roads, during development of a subdivision.

The Rattlesnake liner will be discussed with Commissioners Jeanette Sekan Gerry Geis, who toured the canal with Randy earlier this month, which will also be scheduled with Dave Meyer from Wyoming Water Development Commission (WWDC) on July 19th, at 9 am.

Mr. Watts asked Tyler Weckler to brief the board on a Grazing Lease meeting on July 10th 2017, with Bureau of Reclamation (BoR) representatives Jeremy Schoonover and Jay Dallman. BoR inquired on HMID bidding process, grazing land condition evaluations prior to a bidding cycle and a request by the bureau for digitized copies of all current grazing lease contracts. Mr. Schoonover reviewed the Bureau of Reclamation Directives and Standards against HMID current grazing lease program. No issues were determined.

The Manager updated the board on Rubicon's work performed for the SCADA project. WWDC payment to HMID, for materials purchased for this project, was coordinated and has been received. There will be one final follow up visit by Rubicon to complete programming. The manager asked for authorization to pay Rubicon the material balance and 50% of labor only, since final programming is pending.

Vice President Pat Nelson made a motion to pay Rubicon material of \$6,176.50 and 50% labor in the amount of \$5,905.35, with final labor payment paid after final programming is completed. Commissioner Brad Ferguson seconded the motion; motion passed.

Mr. Watts continued his report with the progress of the safety program for HMID. Commissioners asked for Randy to continue momentum with the safety program and delegate some aspects to employees.

Vice President Pat Nelson asked the manager to keep the board posted on the access progress near Mr. Hamman's property.

Mr. Watts discussed the changes made to the Employee Handbook and associated approval. The Board of Commissioners had received the edited copy; round table discussions on the edits have not been reviewed at this time. District manager asked the board if he could work the draft changes directly with the attorney and present a revised handbook to the board for approval in a motion. Board agreed to review this combined effort revision of the Handbook.

Hearing no further business to come before the Board, President Brian Duyck adjourned the July 11th, 2017 Regular Meeting of the Heart Mountain Irrigation District's Board of Commissioners at 3:10 p.m.

RESPECTFULLY SUBMITTED,

Brian Duyck, Board President

ATTEST:

Tyler Weckler, Secretary/Treasurer