

**MINUTES OF THE BOARD OF DIRECTORS OF THE  
WOOD RIVER VALLEY IRRIGATION DISTRICT #45  
November 10th, 2020**

- 1. CALL TO ORDER:** Director Johnson called the meeting to order at 6:40 p.m., November 10th, 2020, Via ZOOM.
  
- 2. ROLL CALL TO ESTABLISH QUORUM:** Director Johnson, Director Casey and Director Clark were present.
  
- 3. READING AND CORRECTION OF MINUTES FOR:** Director Johnson attested to the D45 meeting minutes for October 13<sup>th</sup>, 2020. Director Johnson made a motion to accept the October 13th, 2020 meeting minutes. Director Clark seconded. Motion passed.

Director Johnson attested to the BOC Special meeting minutes for October 28<sup>th</sup>, 2020. Director Casey made a motion to accept the October 28<sup>th</sup>, 2020 meeting minutes. Director Johnson seconded. Motion passed.

Secretary Gower did take a moment to recommend that during the Special Meetings of BOC, TID & D45 for BOC budget changes, that it is noted more clearly how the two district's directors vote on the motions made for budget line item changes. The point of the special meetings is to have all boards present for the clarification and understanding of why the budget line item changes are being asked for. Then each district boards (TID & D45) can approve the motion and it is dually noted in the meeting minutes, expediting the action of BOC line item changes which can help a task to be completed efficiently.

**4. PUBLIC COMMENT:**

NONE

**5. OLD BUSINESS:**

**a. JUB Professional Service Agreement Review:**

1. Director Johnson gave a brief review of background information:

The BOC is acting as a contracting agent for the TID & WRID#45.

JUB is being brought on for their professional engineering services for a general services agreement.

The agreement is seeded with two task orders - #10 and #20. These tasks are well defined and the costs are limited.

The tasks are outlined in the BOC budget, with #10 a lump sum of \$1,800 from the BOC 2020 Budget and the task #20 is funded from the BOC 2021 Budget with \$5,000.

There were two changes made to the contract at the October Special Meeting.

- 1) Correction of WRVID#45 name within the contract.
- 2) Client Representative will be Sarah Gardner TID Director and BOC Representative.

Sarah Gardner sent the updated contract on October 29, 2020 to D45 for review, discussion, and action to be taken on at today meeting of WRVID#45.

2. Director Johnson did have a phone meeting with the district's attorney.

Mr. Waldera indicated that The BOC could act as a contracting agent for the two districts with their approval. He felt the contract as is with the limited exposure for the first two tasks was acceptable. Since the WRVID#45 board had two directors experienced and with expertise in engineering contracts.

3. TID Director Gardner reassured the WRVID#45 directors that the TID board agrees that both districts will need to give approval for additional task to be added to the JUB contract.

Director Clark made the motion to approve the agreement as presented with the BOC acting as signing agent. Casey seconded the motion. Motion passed.

Director Johnson will inform the TID board of WRVID#45 approval action on this agreement.

**b. Status of Assessments & Mailing:**

Shirley Spinelli, Treasurer for WRVID#45 has mailed out 90% of the assessment billings were mailed today. The last 10% will have finance charges and they will be mailed tomorrow. She included in the mailing the Updated ROW Pamphlet approved by the directors and a yellow sheet asking for the patrons to update their information such as current phone #'s and mailing addresses.

**c. Review of BOC Line Item B3-Special Projects 2020 Expenditures and Balance:**

Water Master John Wright and Treasurer Shirley Spinelli went over the last expenditures that were utilized from the remaining money in this line item.

## 6. REPORTS:

### a. **Claire Casey, BOC Representative:**

The next BOC meeting will be January 12<sup>th</sup>, 2020. 9:00 a.m.

Director Johnson asked for WRVID#45 be copied on BOC meeting minutes

### b. **John Wright, Water Master:**

1. They were able to do some fall ROW work while the weather held.
2. Asked that he be given some time at a board meeting to present some ROW ideas he would like the directors to discuss.  
Director Johnson asked the secretary to add this presentation be added to the January 2021 meeting.

### c. **Shirley Spinelli, Treasurer:**

1. Asked that the directors give her permission to move \$150 from the computer expense line item and reallocate it into the Website line item.  
Director Johnson made the motion to reallocate funds as requested by Ms. Spinelli. Director Casey seconded. Motion passed.
2. Asked that she be given approval to make a change to the balance sheet indicating that the Operating Reserve and Capital Projects accounts are noted as RESTRICTED FUNDS. These accounts cannot be used as operating funds.
3. Will include the monthly statements each month at the meetings of the balances of the new LGIP accounts
4. Four checks for signature to wrap up the 2020 budget.
5. Two checks for 2021 budget for signature.

### d. **Bette Gower, Secretary:**

Had the website work to help our website transition into an upgrade. This was the new bill that Ms. Spinelli just reviewed.

Director Johnson was pleased to let us know that a local realtor had been perusing our website and complimented us on the excellent information acquired and easily located.

**7. NEW BUSINESS AND OTHER ITEMS THE BOARD DEEMS PERTINENT:**

**a. Review of Encroachment Agreement with Intermountain Gas:**

John Wright had sent an email with a photo of the location for the boring. Intermountain Gas is set and ready to proceed with. The boring of the cable in a casing will be six feet below the bottom of the canal.

Director Johnson made the motion to approve this work. Director Casey seconded the motion. Motion passed.

John Wright indicated he would send a copy of the executed agreement to Secretary Gower for WRVID#45 records.

**b. Thank you gifts for Clearwater Landscaping:**

Director Casey asked to be in charge of these gifts. She recommends that we give gift certificates to each owner of Clearwater as a thank you for our use of their building for our meetings. Director Johnson made a motion for Claire to follow thru with this action. Director Clark seconded. Motion passed.

**8. PUBLIC COMMENT:**

NONE:

**9. SETTING DATE FOR NEXT MEETING:** Next meeting will be December 8th, 2020. Via ZOOM and this will also be the Board of Corrections Meeting.

**10. EXECUTIVE SESSION:**

**11. ADJOURNMENT:** Director Clark made the motion to adjourn the meeting at 7:40 p.m. Director Johnson seconded the motion. Motion passed.

  
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Director Johnson

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Director Casey

  
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Director Clark