

Twin Lakes Rathdrum Creek Flood Control District No. 17
Minutes of the December 5, 2024 Meeting

Public Agency: Flood Control 17, Kootenai County, Idaho
Governing Body: Board of Commissioners, Flood Control District

Meeting Date, Time and Location:

December 5, 2024

Twinlow Camp and Retreat Center Office

22787 North Twinlow Road, Rathdrum Idaho 83858

The meeting was **called to order** at 6:01 pm by Chairman Todd Howe.

Present: Chairman Division 1, Todd Howe
Vice Chairman Division 2, Adam Kremin
Commissioner Division 3, Jack Hern
Commissioner Division 4, Janet Armstrong

A quorum was established.

Others Attending: Steve Neff, Twin Lakes Water District 95-C Watermaster; Laurin Scarcello, dam operator; Michelle Richman, IDWR, via phone; and Renee Miller, Secretary/Treasurer.

Todd Howe moved to approve the Minutes of the November 7, 2024 meeting. The motion was seconded and passed unanimously.

Lake Level Report

The lake level is at 8.1. The gate opening was releasing 3” cfs. The SWE (snow water equivalent) was 7.3. The commissioners discussed the lake level and agreed to hold the level between 8 and 8.5 for now. The new gate is being used at this time for small flow release of water. Steve Neff explained that the problem of the spontaneous opening of the middle gate in November was related to a malfunction of a laser photo eye. The commissioners discussed improvements needed for the entire gate system, and the need to integrate the new system with Stevens Connect. Steve Neff recommended a sensor from Novotechnik which could be installed by Bigfoot Technical Services. The center gate can currently be opened by hand crank at the dam. The west gate is currently open 2 feet to allow water to go to the new auxiliary gate. Rubicon has written 90% of a grant application to seek assistance with sensors and other measuring devices including sensors on Fish Creek.

Payment Authorization

The Commissioners were provided with a list of payables due in December including a folder documenting the various amounts. **Adam Kremin moved to ratify the payments to Avista, \$34.23 via scheduled electronic funds transfer (EFT); Twinlow Camp, \$100.00; C N A bond renewal, \$320.00; Rathdrum Chamber of Commerce membership, \$100.00; Bigfoot Technical Services, \$1,050.00; and payroll of \$842.00 net (\$1,020.00 gross) for November time. The motion was seconded and passed unanimously.** The Commissioners were also presented with a folder containing times sheets and a QuickBooks recap of the November time. Regarding discussed gate improvements, **Adam Kremin moved to authorize the purchase and installation of a new gate sensor through Bigfoot Technical Services. The motion was seconded and passed unanimously.**

Bank Statements

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The Secretary/Treasurer provided the Commissioners with copies of the November bank statement and bank reconciliation. The Secretary/Treasurer reported that she received a response to a letter written to Twinlow Camp and Retreat Center, regarding the 7 checks that have not been cashed. The new manager responded with the return of 3 of the checks that he has located and an agreement that they will be responsible for the other 4 checks if they are later deposited in exchange for the District providing one check for \$700.00 to replace the uncashed checks. **Janet Armstrong moved to void the 7 checks and re-issue one check for \$700.00 to replace those uncashed. The motion was seconded and passed unanimously.**

Correspondence Review

The emails received from Kootenai County were the remittance statement showing property tax revenue in the amount of \$1,042.17. Other informational messages were received from Washington Trust Bank; Avista; Rathdrum Chamber of Commerce; Kootenai Office of Emergency Management; ICRMP regarding webinars; Idaho Department of Water Resources regarding grant; Idaho Controller's Office regarding Local Government Registry; Bigfoot Technical Services regarding work on dam; Flood Control District #10 regarding possible legislative changes; Stevens Connect alarm notifications; and Steve Neff regarding transfer of control of dam to Flood Control District. In the USPS mail, we received insurance notification regarding a vendor and the letter from Twinlow Camp, as discussed above, regarding the lost checks to them for meeting room use.

Old Business

All Terrain has not yet done the work of the creek clearing project under the IDWR Board 2024 grant. Adam Kremin reported that he is working with Rubicon on the preparation of next year's grant project. The Secretary/Treasurer reported the Local Government Registry filing has been done. The District will receive an email of compliance upon review and acceptance by the Idaho Controller's office. The Commissioners discussed the need for work on the District's emergency plan. A committee of Todd Howe, Janet Armstrong, Laurin Scarcello, Steve Neff and Renee Miller was agreed upon. A January committee meeting date will be determined upon the setting of an agreeable date.

New Business

The terms of Commissioners Todd Howe and Jack Hern, expire in December. Both have agreed to a renewal of their term of office for three years. In accordance with Idaho code requirements, each individually took the statutory oath of office and signed the oath documents. The Secretary/Treasurer reported the bonding requirement has been met by the payment of the renewal of the bond to C N A, as approved by authorized payment above.

Jack Hern moved to appoint Todd Howe, Chairman and Adam Kremin, Vice Chairman of the Commission for the calendar year 2025. The motion was seconded and passed unanimously.

Adam Kremin move to reappoint Renee Miller as Secretary/Treasurer for the calendar year 2025. The motion was seconded and passed unanimously.

Adam Kremin moved to adjourn at 7:07 pm. The motion was seconded and passed unanimously.

Respectfully submitted,
Renee Miller, Secretary/Treasurer