

Twin Lakes Rathdrum Creek Flood Control District No. 17  
Minutes of the August 4, 2022 Meeting

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

**Meeting Date, Time and Location:**

**August 4, 2022 6:00 pm**  
**Twinlow Camp and Retreat Center Office**  
**22787 North Twinlow Road, Rathdrum Idaho 83858**

The meeting was **called to order** at 6:07 pm by Chairman Todd Howe

**Present:** Chairman Division 1, Todd Howe  
Commissioner Division 2 Adam Kremin (via phone)  
Commissioner Division 4, Janet Armstrong

**A quorum was established.**

**Others Attending:** Laurin Scarcello, FCD Dam Tender; Steve Neff, Twin Lakes Water District; and Renee Miller, Secretary/Treasurer

**Adam Kremin moved to approve the Minutes of the May 5, 2022 meeting.** The motion was seconded and passed unanimously.

**Lake Level Report**

Laurin Scarcello reported the lake level at 9.28 feet with gate opening 2 ½ inches. The grate is clean and he plans to haul away debris.

**Payment Authorization**

The Commissioners were presented with a list and folder with documentation that included the following: Twinlow Camp \$100.00, paid in June and \$300 for July and August and to replace lost check #2373 written in December 202, for space rent; Avista, \$28.61, \$27.06 and \$26.13, for June, July and August, respectively via scheduled electronic funds transfer (EFT); and normal payroll of \$1,136.41 net (\$1,380.00 gross) for May time, \$902.64 net (\$1,122.50 gross) for June time, and \$867.99 net (\$1,085.00 gross) for July time; payroll taxes of \$1,040.12 (Quarter 2, Form 941) and \$17.12 (Idaho Unemployment taxes); reimbursement to Todd Howe, \$90.00 for post office box rent; reimbursement to Renee Miller, \$262.50 for QuickBooks annual payroll software; and approval to pay the USPS \$24.00 for stamps, 12 of which replace stamps advanced by Renee Miller. The Commissioners were presented with a folder containing times sheets and a QuickBooks recap of the May, June and July time paid today as listed above. **Adam Kremin made a motion to ratify and pay the listed amounts.** The motion was seconded and passed unanimously.

**Bank Statement and Financial Report**

The bank statements are not available to the Treasurer at this time. The Treasurer was able to print recent banking activity and used this report to reconcile the bank account. The Commissioners were given a folder with the banking information. Financial discussion was deferred until the budget consideration.

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**Correspondence Review**

The commissioners were provided with a folder containing relevant correspondence. The emails included, from Kootenai County, budget communications and notification of remittances in the amounts of \$1,565.47 in June and \$9,472.52 in July. Other informational messages were received from Washington Trust Bank, Avista, and the Rathdrum Chamber of Commerce. Kootenai County notified us that in the future the County will retain interest and penalties on late taxes rather than remitting the amounts to the tax districts. ICRMP announced free workshop training seminars. Acceptance notices were received from payroll tax agencies. The City of Rathdrum sent zoning notices. Pioneer Title made inquiry regarding a real estate closing that was unnecessary since all property tax of the District is handled by Kootenai County.

**Old Business**

Laurin Scarcello reported having no information regarding the Kootenai County Aquifer Protection Board grant for a joint project with the Twin Lakes Water District 95-C in the amount of \$34,000. The grant will have to be approved by the Kootenai County Commissioners. No expenditures are planned if the grant is not received, as the project would be entirely underwritten by the grant.

The District found on the web site of the Idaho Department of Water Resources that the 50% match application for the creek cleanup project has been approved for \$8,000.

**New Business**

**Budget for fiscal year October 1, 2022 through September 30, 2023**

Renee Miller presented a spreadsheet as the basis for the budget discussion. It showed Receipts and Expenses in columns of Prior Year Actual, Current Year Budget, Current Year-to-date (as of 7/31/2022), a preliminary Budget of the Year October 1, 2022 through September 30, 2023, and an estimate of Unencumbered Funds at September 30, 2022. The Commissioners discussed various line items of the preliminary Budget and the news that the \$8,000 grant had been approved. The outlay for the creek clearing project has been bid at \$16,000. The Commissioners' desire was to forego the allowed 3% increase but take the allowed amount for new construction. Kootenai County is tardy in supplying the amounts necessary to set a final budget. An estimate of \$313 was used for new construction. **Adam Kremin moved the District publish the Proposed Budget, as modified during the discussion, for the September 1, 2022 meeting, of Revenue to be Levied of \$34,635, and other revenue of grant, \$8,000 and Interest of \$5. Expenses of \$105,749 and the application of Unencumbered Funds of \$63,109.** The motion was seconded and passed unanimously.

**Adam Kremin moved the Budget Ad also inform the public of the intent to consider a Resolution to reserve the foregone property taxes at the September 1, 2022 meeting.** The motion was seconded and passed unanimously.

**Janet Armstrong moved to adjourn at 6:53 pm.** The motion was seconded and passed unanimously.

Respectfully submitted,  
Renee Miller, Secretary/Treasurer