

Twin Lakes Rathdrum Creek Flood Control District No. 17
Minutes of the November 7, 2024

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

Meeting Date, Time and Location:

November 7, 2024

Twinlow Camp and Retreat Center Office

22787 North Twinlow Road, Rathdrum Idaho 83858

The meeting was **called to order** at 6:08 pm by Chairman Todd Howe.

Present: Chairman Division 1, Todd Howe
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.

Jack Hern moved to approve the Minutes of the September 4, 2024 meeting. The motion was seconded and passed unanimously.

The lake level at 7.21. The gate opening was releasing 3” cfs.

Payment Authorization

The Commissioners were provided with a list of payables due in October and November and provided a folder documenting the various amounts. **Jack Hern moved to ratify the payments to payment to Avista, \$35.05 via scheduled electronic funds transfer (EFT); Twinlow Camp, \$100.00; ICRMP, \$1199.50 (paid October 15); Form 941, \$699.00; Idaho quarterly unemployment, \$13.99; payroll of \$648.04 net (\$810.00 gross) for September time; and to authorize November payments to Twinlow, \$100.00; Avista, \$35.76; Coeur d’Alene Press, legal ad, \$28.02; State Insurance Fund, \$359.00; and payroll for October time, \$297.09 net (\$430.00 gross). The motion was seconded and passed unanimously.** The Commissioners were also presented with a folder containing times sheets and a QuickBooks recap of the September and October time.

Bank Statements

The Secretary/Treasurer provided the Commissioners with copies of the October bank statements and bank reconciliations.

Correspondence Review

The emails received from Kootenai County were the remittance statements showing property tax revenue in the amounts of \$53.23 and \$44.73. Other informational messages were received from Washington Trust Bank; Avista; Rathdrum Chamber of Commerce; Kootenai Office of Emergency Management; ICRMP regarding webinar and insurance renewal; Idaho Department of Water Resources regarding grant approval and emergency action plan; Idaho Controller’s office regarding Supplier Portal; and title company inquiry. In the USPS mail, we received insurance notification regarding a vendor.

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Old Business

The Commissioners discussed the plans for All Terrain to complete the creek clearing at the end of November.

New Business

Steve Neff explained that there is a blockage at the culvert on the Finman's property, near the work planned by All Terrain. **Todd Howe moved to authorize All Terrain to do some extra work at the culvert on the Finman property. The motion was seconded and passed unanimously.**

Steve Neff reported a glitch of the gate controls on the dam on Sunday, when the main gate opened spontaneously. Steve manually closed the gate. Rubicon came on Monday and Wednesday and Big Foot sent techs yesterday and today. Rubicon stated that the wiring was old and they were not able to truly integrate the systems. Steve also contacted Stevens Connect to assist with camera reporting from the dam. Steve will continue to work on the problem. The Flood Control District will receive a bill from Big Foot.

Steve Neff officially turned over control of the dam to the Flood Control District on November 1 and will document it by notification to Michelle at IDWR.

The Secretary/Treasurer reported that the commissioners whose terms expire in December and wish to renew their terms, will be sworn in at the next meeting.

The Secretary/Treasurer provided a copy of a template for an emergency plan received from IDWR. Because of the length of the document and other addendums, the Commissioners asked the materials be emailed to them and to place this on the agenda of the next meeting.

The Secretary/Treasurer reported that she published the meeting dates for the coming year as the usual first Thursday of the month, with the exception of the September meeting, which will be on Wednesday, September 3, 2025, because the budget is due on Thursday before the meeting time. **Todd Howe moved to ratify the meeting dates as published. The motion was seconded and passed unanimously.**

The Commissioners discussed installing a lock box at the dam with keys needed to move the gates and training for operating the new system.

Jack Hern moved to adjourn at 7:17 pm. The motion was seconded and passed unanimously.

Respectfully submitted,
Renee Miller, Secretary/Treasurer