

Twin Lakes Rathdrum Creek Flood Control District No. 17  
Minutes of the December 4, 2025 Meeting

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

**Meeting Date, Time and Location:**

**December 4, 2025**

**Twinlow Camp and Retreat Center Office**

**22787 North Twinlow Road, Rathdrum Idaho 83858**

The meeting was **called to order** at 6:12 pm by Chairman Todd Howe.

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

**A quorum was established.**

**Others Attending:** Laurin Scarcello, dam operator, Steve Neff, Twin Lakes Water District 95-C and Renee Miller, Secretary/Treasurer.

**Adam Kremin moved to approve the Minutes of the November 6, 2025 meeting. The motion was seconded and passed unanimously.**

**Lake Level Report**

The lake level is at 7.55. The gate opening was releasing 3 cfs. The SWE on Ragged Ridge was 1.8.

**Payment Authorization**

The Commissioners were provided with a list of payables due in December including a folder documenting the various amounts. The Commissioners discussed the renewal of the bond needed for statutory compliance and the possibility that ICRMP insurance has coverage to satisfy that requirement. The Commissioners preferred to continue paying for the bond and the amount is listed on the presented payables list. **Adam Kremin moved to authorize and ratify the December payables of \$29,177.54 as presented. The motion was seconded and passed unanimously.** The Commissioners were also presented with a folder containing time sheets and a QuickBooks recap of the November payroll.

**Bank Statements**

The Secretary/Treasurer provided the Commissioners with copies of the November bank statement.

**Financial Report** – The Secretary/Treasurer reported on the financial activity of October and November 2025.

**Correspondence Review**

The emails received from Kootenai County was a remittance statement showing property tax revenue. Other informational messages were from Avista, Rathdrum Chamber of Commerce, ICRMP, Local Government Registry, Kootenai Emergency Management, invoices from vendors, and bank newsletter. Inquiries from property owners regarding the ditch cleanup were received and answered. Additional emails were received from IDWR regarding the District's Emergency Plan; from the Idaho Transportation Department regarding a long-range planning meeting; and from the Twin Lakes Water District 95-C giving notice of transfer of control of the dam. Postal service mail included a letter regarding the Local Government Registry and vendor invoices.

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**Old Business**

Grants:

All Terrain has finished the work and has been paid.

The Secretary/Treasurer will apply for the 40% match under the Idaho Water Resource Board grant.

Local Government Registry: The report was completed as required.

Emergency Planning: The Secretary/Treasurer will work with IDWR on the planning template.

The Secretary/Treasurer administered the Oath of Office to Commissioners, Janet Armstrong and Adam Kremin for three year terms of office.

**Janet Armstrong moved to elect Todd Howe as Chairman and Adam Kremin as Vice Chairman of the Board of Commissioners for the calendar year 2026. The motion was seconded and passed unanimously.**

**Janet Armstrong moved to appoint Renee Miller as Secretary/Treasurer for the calendar year 2026. The motion was seconded and passed unanimously.**

Maintenance: Steve Neff reported the need of a metal frame for the dam where the new sensor was installed, in order to protect it from water damage. **Todd Howe moved to have Steve Neff order a frame that will protect the sensor. The motion was seconded and passed unanimously.**

**Adam Kremin moved to adjourn at 6:52 pm. The motion was seconded and passed unanimously.**

Respectfully submitted,

Renee Miller, Secretary/Treasurer