

**METHOW VALLEY IRRIGATION DISTRICT
REGULAR MEETING
December 09, 2024
Twisp, Washington
MINUTES**

Director Zahn called the meeting to order at 6:00 p.m. Present were Directors Chris Zahn, Mark Edson, Secretary Amy Grennell, new director appointee Luke Hutson, and Sandra Strieby, consultant. Director Deanna Melton was absent.

Appoint Amy Grennell as secretary: Director Zahn moved to appoint Amy Grennell as secretary for December 2024. Director Edson seconded; the motion carried.

Administer oath to Director Edson: The Secretary administered the oath of office to Director Edson.

Minutes—November 11, 2024 budget meeting and regular board meeting: Director Edson moved to approve the minutes. Director Zahn seconded; the motion carried.

Minutes—November 19, 2024 special board meeting: Director Edson moved to approve the minutes. Director Zahn seconded; the motion carried.

Minutes—November 26, 2024 special board meeting: Director Zahn moved to approve the minutes. Director Edson seconded; the motion carried.

Treasurer's report: The secretary presented the treasurer's report for the month ending November 30, 2024. The ending balance in the General Expense fund was \$21,807.93. The ending balance in the General Investment fund was \$376,308.48

Vouchers: The secretary presented payroll voucher claims 12.09.24_01 through 12.09.24_03 in the amount of \$6,311.37 and vendor voucher claims 12.09.24_04 through 12.09.24_11 in the amount of \$36,754.90. Director Edson stated that he asked the secretary to separate the payroll vouchers into 2 separate sheets, which was not done. The secretary stated that payroll vouchers were already sent to the county prior to the emailed request. Director Edson stated that he did not want to pay the Watermaster a salary when he doesn't think that he is working. The secretary stated that the watermaster was in fact in town today and helped move several boxes of files. Following review of the claims, Director Zahn moved to approve the voucher requests. Director Edson seconded under protest; the motion was carried.

Replacement of director: Director Zahn has submitted his resignation for January 13th, 2025. There was discussion about the timing of the resignation date, and he said he would change the date so that a new director would be able to be appointed at the January meeting. Luke Hutson has submitted his letter of interest for Director Position 1. Director Zahn moved to request that the Board of County Commissioners appoint Luke Hutson as Director, Position 1. Director Edson seconded; motioned carried.

Insurance Fee Disclosure Form: Director Edson moved to pay the VIP Agency's \$650.00 fee and authorize Chris Zahn to sign Wilson Wooschlager's disclosure form. Director Zahn seconded; the motion carried.

Resolution 24.10—2025 Assessment Role: Director Zahn moved to approve Resolution 24.10 certifying the 2025 Assessment Roll. Director Edson seconded; the motion carried.

Resolution 24.11—Transfer of Funds: Director Zahn moved to approve Resolution 24.11 for transfer of funds of \$55,129.58 from the general investment account to the general expense account, to help cover the cost of the MSRF fish bypass project which was \$28,775.74.

Director Edson seconded; the motion carried

Resolution 24.12—2024 Disposal of Personal Property: Director Edson moved to approve Resolution 24.12 confirming and approving an accounting of personal property – the district lawn mower, disposed of in 2024. Director Zahn seconded; the motion carried.

Resolution 24.13 Terms of employment: Director Edson moved to approve Resolution 24.13 for the secretary’s terms of employment for 2025. Director Zahn seconded; the motion carried. Discussion was had about the watermaster’s terms of employment, and it was decided to table that discussion for a future meeting.

Resolution 24.14—Small Works Policy and Procedures: Director Edson moved to approve Resolution 24.14 using MRSC rosters for Small Works. Director Zahn seconded; the motion carried.

Lemieux Easement Approval: Director Edson moved to approve Chris Zahn to sign the document pending review by legal counsel and board approval of any changes. Director Zahn seconded; the motion carried.

Laptops: Discussion was had about purchasing laptops for the secretary and directors. Director Edson stated that he felt it was most important to get a laptop for the new secretary. Director Edson moved to approve Secretary Grennell to use the district credit card to purchase a laptop for secretary business use. Director Zahn seconded; the motion carried.

Payroll Services: Discussion was had about the use of an Accountant for payroll services. The Secretary will research local services and bring back options to the Directors at a future meeting.

Reports and updates: Director Edson discussed the need to replace the gates at the headworks for Steve Wilson to be able to have access in the winter. Director Edson moved to authorize Secretary Grennell to purchase the gates using the district credit card. Director Zahn seconded; the motion carried.

Member concerns: no member concerns were presented.

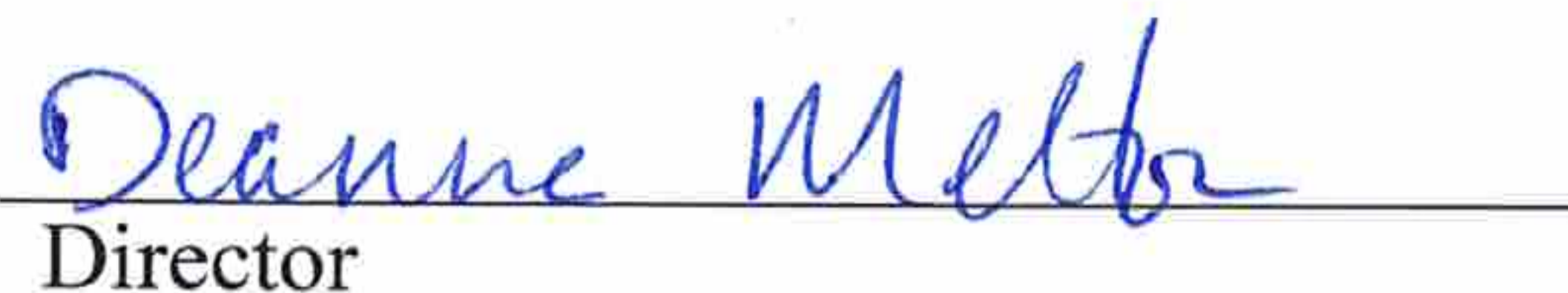
Director Zahn adjourned the meeting at 7:29 p.m.

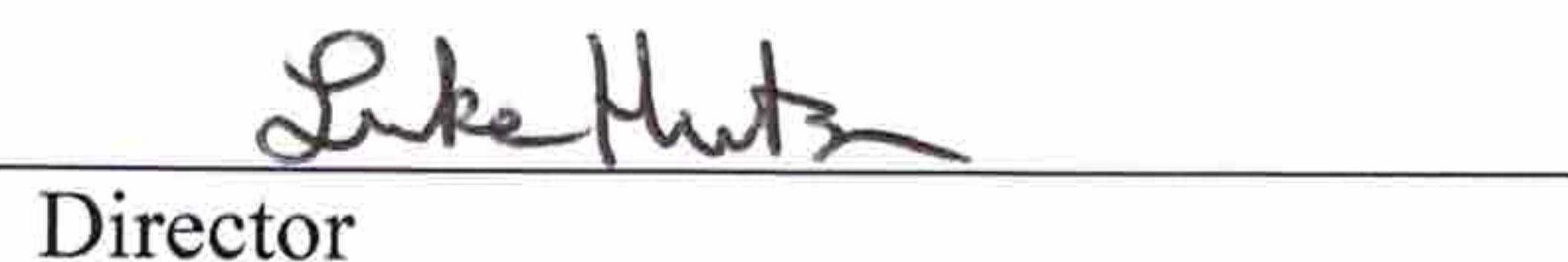
Passed and approved this 10th day of February 2025.

ATTEST:


Secretary


Director


Director


Director