



AGENDA
HUNTLEY PROJECT IRRIGATION DISTRICT
REGULAR BOARD MEETING
Main Office
February 12, 2025
5:00 p.m.

- I. Approval of Minutes
- II. Approval of Warrants
- III. Treasurers Report
- IV. Manager's Report



HUNTLEY PROJECT IRRIGATION DISTRICT BOARD MEETING MINUTES

February 12, 2025

5:00 p.m.

The Huntley Project Irrigation District held the regular board meeting at its main office on February 12, 2025, at 5:00 p.m.

Present at the meeting was, President, Cody Kuntz, Vice President, Justin Hein. Commissioners, Mark Fox, John Mahan & Marc Vogel. Manager, Travis Kamp, Secretary/Treasurer, Sandra Rush. Also present was Brad Kembel with Kembels Creative Welding.

Minutes

Cody called the meeting to order noting that Denis Adams announced his retirement after the January meeting and said due to personal reasons he would no longer be able to sit as Board Commissioner for the Huntley area starting immediately. Marcus Vogel turned in an election ballot for the Huntley area in December of 2024 and will be the seated Commissioner in Denis Adams place until the election in March.

The meeting minutes from January 08, 2025, were reviewed. Sandra said the amendment requested to the December 11th meeting minutes has been completed. With no questions or comments being brought forward, Justin Hein motioned to accept the minutes as they were read, John Mahan 2nd the motion. Motion carried.

Warrants & Stockman Bank Debit Card

Warrant numbers 79030186 – 79030256 were presented. Cody asked what the warrant to S&S Machine made out for \$4,450.0 was for, Travis said this was for new seals for pumps 1 & 2 and said we will have another invoice from them next month for dog bones. With no other questions or comments being brought forward, Justin Hein motioned to accept the warrants and Stockman Bank debit card purchases, Mark Fox 2nd the motion. Motion carried.



Treasurer Report

Sandra said the latest Trial Balance she has received from the County is dated 12/31/2024. \$156,881.84 was received in assessments. Total interest earned in all accounts combined totals \$7,377.16. The Edward Jones investment account showed a gain in the 4th quarter of 2024 of \$17,795.50, ending the year with a balance of \$733,123.90. We had a total gain of \$146,408.39 in 2024. Deposits made from encroachment inspection fees, encroachment permit fees, recovered damages from an insurance group for a damaged headgate due to motor vehicle accident and also received and deposited was a DNRC check for \$53,090.35 which is the final grant payment toward the Lower Canal Lining Project Phase 2. 3 quotes were gained for security cameras around the facilities. The lowest quote received was a little over 6k for 6 cameras, hard wired into the buildings. The Commissioners decided to table a decision being made on this for now.

Manager Report

- Screens – Travis said the belting and chain ordered from Purvis should be here by the end of March. At John Mahan’s request in the January meeting, Travis said he asked Scott Aspenlieder to run the calculations to determine whether or not the discharge lines would have enough pressure to clean the screens instead of replacing the spray bar pumps. Scott said this is not possible due to there not being enough pressure coming from the discharge line. Travis gained several quotes from different businesses and found the best price for these pumps is at A&H Turf. Justin Hein made a motion to purchase the pumps needed for the screens. Marc Vogel 2nd the motion. Motion carried.
- There are no new updates on the USDA funding. We have not received a workplan approval from them currently.
- Easement permit requested by Nemont to do a drop at the Huntley Project Museum has been revised to a 10ft wide easement request. They ensured Travis they were not putting any kind of pedestals or other equipment above ground on this easement. Justin Hein motioned to approve the permit. John Mahan 2nd the motion. Motion carried.
- 3 quotes were gained for the piping of lateral A, K2 Civil, Askin Construction & Overtime Enterprises. The lowest bid was from Overtime Enterprises. Marc Vogel made a motion to hire Overtime Enterprises to do the piping. Justin Hein 2nd the motion. Motion carried.
- We have a few people requesting available irrigation shares. Travis presented pictures and maps of each property and discussed how the properties would be irrigated and drained. The Commissioners voted on each property.
- Jack Hoffman requested 15 shares to either place a pivot or a wheel line on for irrigation. He will pump out of lateral D1 off the main canal. Placement of his pump will have to be the NE corner



at the check box. Mark Fox motioned to approve the requested shares and irrigation plan. Justin Hein 2nd the motion. Motion carried.

- Alan Ross requested 20 shares to irrigate a portion of his property with a wheel line & the ground to north with a hand line. Our drains split the property and that is where the water will be pumped

from and drained back into. The Commissioners decided not to allow this request. Due to the property using a drain as their source of irrigation water the Commissioners did not feel comfortable with it and felt that we cannot guarantee water will always be in a drain. They will need to remain on surplus water.

- Joe Jones requested 5 irrigation shares. His property originally had 13.21 shares but when the property got split and sold the irrigation shares remained on the side that is not irrigatable. The owners of the other side were not willing to transfer the entire amount back to the piece the Jones own, They were willing to give up 8 acres but kept the other 5.21. The water is taken off the Lower Canal and is flood irrigated. Wastewater is not an issue here. Justin Hein motioned to approve the requested 5 shares. Mark fox 2nd the motion. Motion carried.
- Russ Steele has requested 20 shares. Travis showed pictures and maps of the 2 pieces he wants to irrigate to the Commissioners and discussed his concerns with this. One area he wants the shares on is 14 acres and the other is 6. Travis said that this could raise issues with others around him that are only able to irrigate certain portions of their property, yet they are having to pay for their entire piece of ground and not just what they want to irrigate. He wants to pump out of a drain on the 6 acres. The Commissioners said they would not approve of the 6 acres being pumped from the drain for the same reasons they could not approve of it for Alan Ross. The Commissioners agreed that if he wants to right his property, he will have to request enough shares to right the entire piece. The request was tabled until Travis can have further conversation with Russ. Travis did add that there is an existing headgate there off of lateral N and his wastewater would not be an issue. He will report back to the Commissioners at the next meeting.
- The encroachment permit needs to be revised. Scott Aspenlieder and Travis went through issues that are currently being experienced with the fiber optics construction and the lack of detail in our current permit regarding it. He said we made some changes to the landowners' permit and simplified it a little bit better. A construction page has been put together by Travis & Scott Aspenlieder to be attached with the permits that are required of Utility. Travis added that this is exactly what we need to make this go smoother for all involved. Scott said he would also recommend to the Commissioners to make this a living document and with the Commissioners approval, allow admin to make necessary changes to the permit when issues are being had. The charges for encroachment were also discussed. The Commissioners agreed to increase the current fees for utilities as follows: Encroachments on the main canal to be a fee of \$2,500, laterals, drains & turnouts to be a fee of \$1,250 and to include buried and or aerial. Running lines down the easement the fees are \$1,000 in, \$1,000 out & \$2.00 per ft. For any pedestals or obstructions constructed on the easement the fee will be \$1,250. The fees for the landowners' permits will remain the same. Justin Hein motioned to raise the rates of the encroachment fees, John Mahan



2nd the motion. Motion carried. Mark Fox said he would like to see old pedestals removed from the easements when no longer in use or have to re-permit them to also be included with the revisions. Justin added that Amy Blakenship instructed Nemont that all existing pedestals if going to be used would have to be permitted again as their existing permit with the BOR has expired.

Other Issues

Brad Kembel with Kembels Creative attended the meeting to give the Commissioners some detail on the work he is doing to the shafts and bearings in assisting us with the screen repairs. Brad said he is working on the north screen at his shop as it was the one causing issue with the chain. He said that in trying to figure out why the lower bearing kept going out & after looking into it deeper, we discovered that the lower shaft is off about a quarter inch and said that in his opinion this is what was causing the issues we have been having with the bearings and chain. Prior to pulling rollers out of the frames, we also noticed that although you could turn the rollers, the top one would always stop in the same place which tells him, there is a belly there in that head shaft. There was schedule 40 pipe for the drum in place but he is going to replace that with schedule 80 pipe as he thinks it runs truer and give it a little more beef there. He said at the Boards request, a larger size than an inch and 11 16ths was used. I bumped that up to a 1 and $\frac{3}{4}$ inch and went away from the stainless shaft and are now running a ten forty-five material which is the same material the railroad uses for their axels. He said he likes this because although it's hard, it has a little bit of flex so it shouldn't break. Cody Kuntz asked Brad about the rusting factor due to these being in the water all the time and said this is why we have always went with stainless steel. Brad said he recognized this and reassured the Commissioners that this material will not rust either. The 2 bottom bearings are being replaced with a greaseable bearing with a seal going around the bearing. Parts should arrive sometime in the middle of next week. Brad said he would keep in touch with Travis on the progress of work.

The Commissioners discussed wages for the Assistant Manager & Secretary/Treasurer. The Commissioners recognized Mark Strobbe as being the acting Assistant Manager when Travis Kamp was hired. The Commissioners agreed to remove his position from an hourly wage to an annual salary of \$70,700.00 a year plus benefits. Sandra Rush has been the seated Secretary/Treasurer since 2019. The Commissioners are increasing her salary to \$63,000.00 a year plus benefits. Marc Vogel motioned to approve the salaries for the Assistant Manager & Secretary/Treasurer. John Mahan 2nd the motion. Motion carried. Travis suggested to the Commissioners that going forward they decide on a month every year to do the administrations evaluations and wage increases and also suggested they do this in the months of Oct – Feb of each year. The Commissioners agreed this would be a good idea as well. Travis told the Board that with the increased activity in our Districts boundaries the work loads on each of us have doubled. He stated that it takes all 3 of us to work together to make this happen.



With no other issues being brought forward, the meeting was adjourned.

Minutes are transcribed and respectfully submitted by:

Sandra Rush - Secretary/Treasurer

Approved By/Title: Cody Kuntz – President

Date: 3/05/2024