



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

- I. Approval of Minutes
- II. Approval of Warrants
- III. Treasures Report
- IV. Manager's Report
- V. Bill Oxendahl – Culvert replacement
- VI. Donna Patterson – Seep Issue on F13
- VII. Tara Warren – Seep Issue on HC
- VIII. Gary Ostlund – Fence encroachment issue on HWY 312 (may be running a little late to meeting)
- IX. Shawn Hinz – Fence encroachment
- X. Tyler Burns – Great West Engineering/WBYC



## HUNTLEY PROJECT IRRIGATION DISTRICT BOARD MEETING MINUTES

November 12, 2025  
5:00 p.m.

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

Present at the meeting was, President, Cody Kuntz, Vice President, Justin Hein. Commissioners, Mark Fox, Marc Vogel and John Mahan. Manager, Travis Kamp, Secretary/Treasurer, Sandra Rush. Tyler Burns with Great West Engineering/WBYC, landowners, Donna Patterson, Tara Warren, Bill Oxendahl & Shawn Hinz. Also present was Justin Beard with Just In Time Repair & Andrew Bolerjack with the Yellowstone County News.

### **Minutes**

Cody called the meeting to order. The meeting minutes from the October 08, 2025, were reviewed.

### **Warrants & Stockman Bank debit card purchases**

Sandra presented warrant #'s 79030771 – 79030862 and the Stockman bank debit card purchases. With no questions or comments being brought forward, Mark Fox motioned to approve the warrants and the Stockman Bank debit card purchases. John Mahan 2<sup>nd</sup> the motion. Motion carried.

### **Treasurer Report**

Sandra presented the budget variance report and went over balances in all accounts. We received \$5,518.90 in assessments, leaving \$8,708.00 remaining to be collected for 2024. The approved 250k transfer from Infrastructure to the main cash account to cover expenses was completed after the Oct 8<sup>th</sup> meeting. Deposits into the main cash account totaled \$40,395.00 and consisted of bore inspection fees and cost of goods sold. There was an overpayment from Valhalla Industries of \$19,310.00 that was included in the warrants as a reimbursement. We have approximately 9 lots being assessed for the WBYC water project for \$80.56 per lot over 40 years that will need to be included in the 2026 Budget. There was some discussion regarding the land that HPID has deeded



to them to assist them in there endeavor and questions regarding the assessments placed on these lots that do not have any water service to them. Sandra stated that her & Travis will be meeting with Sandy in the near future and would have more discussion with her regarding this. The fuel tanks and one of the end dump trucks were broke into and fuel was siphoned from them. A discussion incurred regarding the installation of security cameras. Sandra will gain more information on options that may be fit for the Districts needs. The 2025 assessments have been billed out totaling \$1,283,943.84.

## **Manager Report**

Travis reported,

- Drain classifications – The Commissioners discussed and concluded that the 1<sup>st</sup> drain off of Rd 5 headed SE is a type 30 drain ditch requiring a 20ft easement from the center. The 2<sup>nd</sup> drain off of Rd 5 by the B09 ditch is also a type 30 drain ditch with a 20ft easement. The drain off of West I Rd behind the vet clinic is a main drain ditch in which holds water year-round and requires a 25ft easement from the center of the ditch.
- Dozer – Justin Beard with Just in Time Repair came in to go over quotes for rehauling the Dozer engine and/or purchasing a remanned one. The only remanned engine that Justin could find is a short block at T&E and would be 4- 6 weeks out at minimum. Discussion was incurred and the Commissioners requested that Justin take it to his shop and pull it apart so we have a better idea as to the extent of the repair work that will be needed. Justin said he would report back to the Commissioners at the Dec 10<sup>th</sup> meeting or sooner.
- Lift Assembly – The auxiliary lift assembly to the main headgates at the diversion dam are needing replaced. Quotes were received from True North Steel. They will make us sign a non-returnable and non-refundable agreement with this purchase. Travis is uncomfortable with this but that is the conditions. They also recommended that we replace the stem due to the age of the gate and components. Travis asked if a Rep with Waterman could come out and look at the stem and the other components and they responded saying they would, but it would cost us \$3,750.00 to get him here. Travis does not think the stem requires replacement as minimal wear is seen. The lift assembly quote came in around \$11,500.00. Travis said this isn't something that needs to be decided now as we have other issues we need to address that are taking priority to this at this time. The Commissioners decided to hold off on this issue for now and will readdress it in the near future.



- Highline Lining Project – The liner has been delivered. Travis is hoping to start the 1<sup>st</sup> week of December. An additional track hoe will be rented to get more accomplished before bad weather hits us. Travis spoke with Scott Aspenlieder regarding the deadline of June 2026 for completion of this project that is required on the terms of the DNRC Grant award. Considering this liner was just received and winter weather coming Scott said he would request an extension of December of 2026.
- Charter – A permit for 2 main drops to homes on Rd 5 has been submitted. After brief discussion Marc Vogel motioned to approve the permit. Mark Fox 2<sup>nd</sup> the motion. Motion carried.
- Screens – Bottom bearings and shaft on screen 1 are completely gone. On screen 2, 1 bearing is gone. Quotes were shown of 2 different types of bearings. Spoke with Keening from Purvis, we can go with a sleeve oil or a traditional bearing that we currently have. The sleeve oil was recommended by Keenen. Not a significant difference in cost between the 2. Commissioners recommended getting 2 traditional and 2 sleeve oil bearings to see which of them works better.
- Tunnel 2 – A hole is seen on the ceiling of tunnel 2. Travis requested Commissioners to do a walk through with him to look at it and discuss options for repair the 1<sup>st</sup> week of December.
- Mark Watson – Mark is needing to replace a culvert. Due to this being a replacement culvert there are no fees. The permit has been submitted and approved by Commissioners.
- Rentals – We are currently renting a truck to pull the mini excavator on the Titan trailer to various job sites. The price has increased for renting this truck. We were charged \$750.00 per month but this has increased to a \$1000.00 per month. The Commissioners said we need to move forward with the purchase of the truck needed so we can return the rental truck. The tools being rented consist of a jack hammer and a couple other items. Travis said he is fine with the continuous renting of this due to a couple of factors. It provides us with the opportunity to be able to have 2 separate service trucks with 2 separate crews going to different locations to complete jobs, therefore completing more maintenance items and we only need to rent these items during the maintenance season.



### **Tyler Burns – Great West Engineering/WBYC water & sewer project**

Tyler approached the Board and presented the requested drawings at the Oct. 8<sup>th</sup> meeting by the Commissioners for the change in design of a box culvert. The Commissioners reviewed the new design and had no issue with it. Justin motioned to accept the new design, Mark Fox 2<sup>nd</sup> the motion. Motion carried.

### **Bill Oxendahl – Culvert replacement with bridge**

Bill approached the Board regarding an approach culvert at his dad's place on Rd 9 Nth. It has been collapsing, and they would like to replace this with a bridge. A permit was submitted with drawings for the bridge work that would replace the current culvert. Travis told the Commissioners that after visiting Bill and his dad David and reviewing the drawings, he has no issue with this as it would provide a sounder approach for them in the long run. Justin Hein motioned to approve the permit for the bridge approach. John Mahan 2<sup>nd</sup> the motion. Motion carried.

### **Donna Patterson – Seep Issue**

Donna approached the Board to discuss further a solution for the seepage on her place located on F13 on Rd 16 N. She again asked if HPID could assist her with lining approximately 405 ft of ditch that she believes is the problem area. Although the Commissioners understood her frustration with her situation, they explained to her that this system was designed and built over a 100 years ago to provide irrigation for the farming industry and prior to homes being constructed all throughout it. They reiterated that HPID cannot be held liable for seepage and it is the property owner's responsibility to provide its own means necessary to rectify their issue. Travis stated for the record once again that the problem she is having is due to this being a raised ditch and their septic tanks were placed too close to it causing the issues being had. Cody asked Donna if she had spoken with her original engineer regarding the design and location that was selected for her septic tank's placement, she replied she had spoken to him and he is not willing to be held accountable for this. After further discussion of the matter Cody said she has 2 options, 1 being waiting for us to do it at your expense but that would be 2-3 years down the road or option 2 being to get in contact with Performance Engineering and have them come out and make recommendations for the area of ditch she is wanting lined & for contractors that can install it at HPID's specs. Cody explained that HPID does not have the time necessary to assist with the installation as we already have a maintenance list that extends our crew out into the next couple maintenance seasons. Donna said she would contact Performance Engineering and have them come out and gain recommendations.



### **Tara Warren – Seep Issue**

Tara approached the Board regarding the seeping that occurs at her place. Tara said she is having a seep issue that is getting fairly close to their home. It is approximately 1800 ft of ditch that needs to be addressed. Travis said this is another raised ditch that is always checked up high. Justin Hein said he is very familiar with this ditch and the area and the seepage has been present there for 20 years or more. She understood that HPID is not going to pipe this area for her after listening to the conversation had with Donna Patterson regarding her seepage. Justin Hein explained to Tara that we have 100's of miles of ditches that could be piped but it would take millions of dollars to pipe it all, and we do not have the amount of funding available to do that. He told her the same thing that was explained to Donna. This system was designed for the farming industry and long before people started moving in and building houses right next to the ditches and that HPID is not responsible for that. If seepage is threatening buildings, septic tanks etc. it is the landowner's responsibility to rectify that to prevent damage to their properties that were constructed onto areas where seepage occurs. Justin also said that most of the water seeping in that area is from groundwater. The water will follow the gravel veins and there is a lot of them in that area. Justin also added that his dad lives 2 miles down the road and he also has a crawlspace that is underground at least 2&1/2 ft that he has to put a sump pump in all summer long. Tara said they purchased the property 6 years ago and it gets worse every year. She added that they used to hay the area next to the house but that it is now in standing water all summer and they can no longer hay it. Travis said the ditch rider does not even run water in that ditch unless someone has called for irrigation. It's an elevated ditch and he has to check it up just to get the water to the fields where the irrigation is needed. The Commissioners reiterated that HPID is not responsible for seepage or groundwater. Travis said that 24' pipe is what would be required there. Tara said her husband is an attorney although he was not present for the meeting, Justin Hein responded saying that we have had several people try to sue HPID for seepage and to no avail as we are not responsible for seepage. Tara said she has no issue trying to gain a grant for assistance in piping and requested a copy of our Rules & Regs & By-Laws. Cody apologized that we cannot help her with this situation but as Justin stated, HPID does not have the funding to line and pipe all the ditches that seep because homes were constructed in those areas. It is the landowner's responsibility to do the necessary research and to take the necessary measures that need to be taken prior to construction. Travis said they will put pam in the ditch and swipe it in the spring, but he doesn't think it will help much or rectify her issue.

### **Shawn Hinz – Fence encroachment**

Shawn thanked the Board for addressing her letter at the Oct 8th meeting and acknowledged that the Commissioners were not in agreement with her letter regarding giving her a temporary easement for her fencing. She presented another proposal resolution to the Commissioners that



stated once again she came before the Board in June of 2008 requesting to fence on the easement and did not gain a response from the sitting Board at that time as the issue was tabled at that meeting and no documentation was found that showed it was readdressed or that Shawn presented it to the Board at another meeting to gain an answer. She also stated in this proposal that in 2020, 2 staff members of HPID were requested to come and view the location of the fence and said she was given verbal permission to have the fence where it was located. In the October meeting the Commissioners explained to her that staff, not even the manager, have the authority to give her permission to place fencing on the easement or allow it to remain in its current location and also acknowledged that Shawn had to have known that or she would not have sought permission from the Board in 2008. Cody said that is strictly a decision only the Board can make. She made it known in her proposal that she made a 10k investment with her fencing based on the verbal authority she said she was given in 2020 by staff members. She requested in her proposal that the Commissioners give her a written encroachment agreement allowing her fence to remain for the duration of her ownership of the said property that would be subject to the Districts access and maintenance rights. She would like this agreement to allow her to maintain the ditch around the fenced area for HPID if she could leave her fence where it is, understanding that if we had to come through that area, she would need to relocate the fence. The Commissioners told Shawn that they were not going to issue any kind of written agreement giving her a temporary easement for her fencing. Cody stated that no one is telling her that she has to move her fence today but that if/when the time comes that we have to come through there to maintain our ditch, the fence would have to be moved. If it is not moved by them, then HPID will have no other choice but to tear it down. Cody also said that we are not looking at that ditch currently. It is not on our maintenance list at this time. It could be a year, or it could be ten years down the road. He told her if they leave the fence where it is now, they do it at their own risk. Travis explained to Shawn we aren't looking to tear anyone's fencing down, but if we need to get to a ditch and the landowner refuses to relocate the fencing so we can do the necessary maintenance then we are left with no other choice. Shawn asked if she could get something in writing, stating that she could leave the fence where it is until that point of time. Sandra told her this discussion will be documented in the monthly meeting minutes and that a copy of the minutes can be provided to her once they have been approved of at the Dec 10<sup>th</sup> meeting.



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: 12/10/2025