

**North Kootenai Water and Sewer District
Board Meeting Minutes
January 16, 2020**

A. Call to Order/Roll Call

There being a quorum, the meeting was called to order at 12:32 p.m. by President Crimmins.

Directors Present: Tom Crimmins, Director/President
Jack Hern, Director/Vice President (arrived at 1:10 p.m.)
Thomas Gwin, Director/Treasurer (left at 1:40 p.m.)
Scott Shellman, Director/Secretary
Curt Carney, Director

Staff Present: Chris de Groot, District Manager
Brian Werst, District Attorney
Necia Maiani, District Engineer
Jessie Camburn, Field Supervisor
Robin Potts, Customer Service Specialist III (minutes recorder)

B. Agenda Changes and/or Board Member Conflicts

C. Consent Agenda

1. Minutes of December 19, 2019
2. Minutes of Special Meeting January 11, 2020
3. Financials for December 2019

The motion was made to approve the consent agenda as written.

Director Carney – motion. Director Gwin – second.
Motion approved.

D. Treasury Report – Chris de Groot

E. Employee Matters

F. Oral Communications

G. Written Communications

A letter written to Brian and Nickole Eiter regarding the Ela Late Comer fee.

H. District Attorney – Brian Werst

1. Executive Session

The motion was to go into Executive Session under Idaho Code §74-206(1)(c) to discuss the possible acquisition of an interest in real property not owned by the District.

Director Carney – motion. Director Shellman – second.

Roll Call Vote:

Ayes – Directors Carney, Crimmins, Gwin, Hern, and Shellman
Nays - None

The Board of Directors went into Executive Session at 12:43 p.m. and were out at 1:05 p.m.

I. District Engineer – Necia Maiani, PE

1. Project Status Update
2. Task Order 20-01 – Replacement of Arrow Point Septic Tanks

The motion was made to accept Task Order 20-01 for Welch Comer to engineer and design services for the replacement of the Arrow Point septic tanks at an amount not to exceed \$8,300.00.

Director Hern – motion. Director Gwin – second.
Motion approved.

J. District Manager – Chris de Groot

1. System Operation Update
2. Cost Comparison Between Radio Read and Manual Read Meters
3. Approval of Expenditure - \$6,950 for Purchase of Control Panel for Hayden Haven Gem Shores from Amped Pump and Controls, LLC

The motion was made to approve the expenditure of \$6,950 to Amped Pump and Controls for the purchase of a control panel for Hayden Haven Gem Shores.

Director Shellman – motion. Director Carney – second.
Motion approved.

4. Approval of Expenditure – \$6,347.30 for Purchase of Two Blowers from Beckwith and Keffel for the Gozzer Wastewater Treatment Plant

The motion was made to approve the expenditure of \$6,347.30 for the purchase of two blowers for the Gozzer Wastewater Treatment Plant from Beckwith and Keffel.

Director Hern – motion. Director Carney – second.
Motion approved.

5. Annual Board Positions for Calendar Year 2020

The motion was made to keep the slate of officers as they are currently established.

Director Hern – motion. Director Shellman – second.
Motion approved

K. Board Members

L. Adjournment

There being no further business, the motion was made to adjourn at 2:15 p.m.

Director Hern – motion. Director Carney – second.
Motion approved.

Approved on _____.

Scott Shellman
Director/Secretary