

**North Kootenai Water District
Board Meeting Minutes
July 18, 2019**

A. Call to Order/Roll Call

There being a quorum, the meeting was called to order at 12:34 p.m. by President Crimmins.

Directors Present: Tom Crimmins, Director/President
Thomas Gwin, Director/Treasurer (Appointed Secretary Pro Tem)
Curt Carney, Director

Staff Present: Chris de Groot, District Manager
Brian Werst, District Attorney
Necia Maiani, PE, District Engineer
Dan Messier, Wastewater Supervisor
Jessie Camburn, Field Supervisor
Robin Potts, Customer Service Specialist III (Minutes Recorder)
Lynsey Petersen, Welch Comer

Excused: Jack Hern, Director/Vice President
Scott Shellman, Director/Secretary

B. Agenda Changes and/or Board Member Conflicts

None

C. Consent Agenda

1. Minutes June 20, 2019
2. Financials – June 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. Public Hearings

1. Nancy A. Carter Annexation

The Public Hearing opened at 12:42 p.m. There were no written correspondence and no one present. The hearing closed at 12:43 p.m.

2. Christopher J. Ray and Jeanette L. Ray 2016 Revocable Trust Annexation

The Public Hearing opened at 12:43 p.m. There were no written correspondence and no one present. The hearing closed at 12:43 p.m.

3. M&D Kelly 2002 Family Revocable Trust Annexation

The Public Hearing opened at 12:44 p.m. There were no written correspondence and no one present. The hearing closed at 12:44 p.m.

4. Ian M. and Rebekah L. Woodman Revocable Trust Annexation

The Public Hearing opened at 12:45 p.m. There were no written correspondence and no one present. The hearing closed at 12:45 p.m.

5. Rosenberger Construction Lot 6 Rimrock Meadows Annexation

The Public Hearing opened at 12:45 p.m. There were no written correspondence and no one present. The hearing closed at 12:46 p.m.

F. Employee Matters

None

G. Oral Communications

None

H. Written Communications

Mr. de Groot informed the Board that letters had been mailed to two customers regarding an electric outlet on a private dock at Hayden Haven.

I. District Attorney – Brian Werst

1. Resolution 19-12 Nancy A. Carter Annexation
2. Resolution 19-13 Christopher J. Ray and Jeanette L. Ray 2016 Revocable Trust Annexation
3. Resolution 19-14 M&D Kelley 2002 Family Revocable Trust Annexation
4. Resolution 19-15 Ian M. and Rebekah L. Woodman Revocable Trust Annexation
5. Resolution 19-16 Rosenberger Lot 6 Rimrock Meadows Annexation

The motion was made to approve Resolutions 19-12 through 19-16.

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

J. District Engineer – Necia Maiani, PE

1. Project Status Report
2. Draft FY 2019/20 Budgets, Rates and Fees Update

K. District Manager – Chris de Groot

1. System Operation Update
2. Gozzer Residential Fire Services – Policy Revision Regarding Shut Off for Non-Payment for Gozzer Accounts
3. Lease of Copier/Printer/Fax Machine from Royal Business Systems

The motion was made to approve Chris de Groot signing a lease with Royal Business Systems for the copier/printer/fax machine.

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

4. Approval of Expenditure – \$5,223.24 for Purchase and Installation of Test Pump Ohio Match Well #2 to United Crown Pump and Drilling

The motion was made to approve the expenditure to purchase and install a test pump for Ohio Match Well #2 to United Crown Pump and Drilling in an amount not to exceed \$12,000.00.

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

5. Approval of Expenditure - \$9,300 for the Removal of the Pump from Mountain View Huckleberry Well by United Crown Pump and Drilling

The motion was made to approve the expenditure of \$9,300 for the removal of the pump from Mountain View Huckleberry Well by United Crown Pump and Drilling.

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

6. Update on Ser. 2009 Water Revenue Bond Refinance

- a. Engagement letter for Piper Jaffray as Placement Agent
- b. Engagement Letter for Laura McAloon, McAloon Law PLLC as Bond Council

The motion was made to give Chris de Groot the authority to sign engagement letters with Piper Jaffray and Laura McAloon.

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

7. Disposal of Surplus Property – Metal Scaffolding

The motion was made to declare the metal scaffolding as surplus and authorize the District to dispose of the scaffolding in an economically reasonable manner.

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

L. Board Members

None

M. Adjournment

There being no further business, the motion was made to adjourn at 2:23 p.m.

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

Approved on _____.

Scott Shellman
Director/Secretary