

**North Kootenai Water District
Board Meeting Minutes
July 20, 2017**

A. Call to Order/Roll Call

There being a quorum, the meeting was called to order at 12:30 p.m. by President Crimmins.

Directors Present: Tom Crimmins, President
Jack Hern, Vice President
Thomas Gwin, Treasurer
Fred Ogram, Secretary
Curt Carney, Director (arrived 12:32 p.m.)

Staff Present: Mike Galante, District Manager
Brian Werst, District Attorney
Necia Maiani, PE, District Engineer
Robin Potts, Customer Service Specialist II (minutes recorder)

B. Agenda Changes and/or Board Member Conflicts

The motion was made to change the agenda to include Public Hearings for the Bossio annexation, the Irons annexation, the Hershberger annexation and the Baldrige Trust annexation.

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

C. Consent Agenda

1. Minutes of 07/06/17 Board Meeting
2. Financial Reports for May and June 2017

The motion was made to approve the Consent Agenda as written.

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

D. Treasury Report – Mike Galante

Mr. Galante presented the Treasury Report for June 2017.

E. Employee Matters

None

F. Oral Communications

None

G. Written Communications

None

H. District Attorney – Brian Werst

1. Executive Session

The motion was made to enter into Executive Session in regards to Idaho Code 74-206 (1)(f).
Director Hern – motion. Director Carney – second.

Roll Call:

Ayes: Directors Carney, Crimmins, Gwin, Hern, and Ogram

Nays: None

Entered into Executive Session at 12:57 p.m. Out at 1:27 p.m.

The motion was made to enter into Executive Session in regards to Idaho Code 74-206 (1)(a).

Director Hern – motion. Director Carney – second.

Roll Call:

Ayes: Directors Carney, Crimmins, Gwin, Hern, and Ogram

Nays: None

Entered into Executive Session at 3:02 p.m. Out at 3:32 p.m.

2. Resolution 2017-04 & Order Adopting Bossio Annexation

The motion was made to accept Resolution 2017-04 and the Order adopting the Bossio annexation.

Director Carney – motion. Director Ogram – second.

Motion approved.

3. Resolution 2017-05 & Order Adopting the Irons Annexation

The motion was made to accept Resolution 2017-05 and the Order adopting the Irons annexation.

Director Gwin – motion. Director Carney – second.

Motion approved.

4. Resolution 2017-06 & Order Adopting the Hershberger Annexation

The motion was made to accept Resolution 2017-06 and the Order adopting the Hershberger annexation.

Director Ogram – motion. Director Hern – second.

Motion approved.

5. Resolution 2017-07 & Order Adopting the Baldrige Trust Annexation

The motion was made to accept Resolution 2017-07 and the Order adopting the Baldrige Trust annexation.

Director Carney – motion. Director Hern – second.

Motion approved.

I. District Engineer – Necia Maiani, PE

A memo from Ms. Maiani with updated information on the current engineering projects is on file at the District office. The memo includes the following:

1. Project Status Report
 - a. Moose Haven – The District is monitoring.
 - b. St James – 60 feet of pipe has been installed.
 - c. CDA Structures – The District is monitoring.
2. CIP Update

Ms. Maiani went over the current Capital Improvement Plan.

J. District Manager – Mike Galante

1. System Operation Update

Mr. Galante updated the Board on the recent activities at the Finucane well and at Gozzer.

2. Budget Update for FY 2017-18

Discussed next year's budget.

3. Budget and Rate Workshop

The workshop is scheduled for August 17th. Regular Board meeting will begin at 11 a.m. The workshop will begin at 12:30 p.m. The meetings will take place at the Welch Comer conference room.

4. Investment CD's

Discussed the possibility of investing in CD's.

5. JT-IT Service Agreement

Discussed the service agreement with our IT and SCADA service.

6. Manager Job Posting

The Board requested Mr. Galante to add "and other job duties as assigned by the Board" to the Manager job description.

7. Records Retention

The motion was made to accept the Schedule for Records Retention as written in Exhibit J7, (attached).

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

K. Board Members

None

L. Adjournment

There being no further business, the motion was made to adjourn at 3:32 p.m.

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

Approved on _____.

Fred Ogram
Director/Secretary