

**North Kootenai Water District
Board Meeting Minutes
November 20, 2014**

A. Call to Order/Roll Call

Meeting called to order at 12:30 p.m. by President Crimmins.

Present: Tom Crimmins, President
Shirley Stoller, Vice President
Alanna Brooks, Secretary
Jack Hern, Treasurer, arrived 12:33 p.m.
Curt Carney, Director

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

Visitors: None

B. Consent Agenda

1. Minutes of 11/06/14 Board Meeting
2. Financial Report - October

The motion was made to accept the 11/06/14 Board Meeting Minutes but to postpone the Financial Report because Director Hern, Treasurer, wasn't present.

Director Stoller – motion. Director Brooks – second.
Motion approved.

After Director Hern arrived, he made a motion to accept the Financial Report for October.

Director Carney – second.
Motion approved.

C. Treasury Report – Mike Galante

Mr. Galante reported on the Treasury saying that Water Revenue was really good for October as were the Capitalization fees, and the Contribution to Depreciation was up.

D. Oral Communications

None

E. Written Communications

The office had received correspondence from a Hillside resident asking for relief from a high water bill. This was due to some deer in the area tearing up a water feature that had an automatic fill. The owners were out of town and were unaware of the problem.

After some discussion, the motion was made to adjust the water by $\frac{1}{4}$ of the overage. This adjustment will be for one time only.

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

F. District Attorney – Brian Werst

1. Executive Session

The motion was made to go into Executive Session under Idaho Code 67-2345(1)(f) for legal issues that are likely to be litigated.

Director Stoller – motion. Director Carney – second.
Ayes – Directors Brooks, Carney, Crimmins, Hern, and Stoller.
Nays – None.

The Board entered into Executive Session at 12:49 p.m. and came out at 12:55 p.m.

2. RAFN MOU

Mr. Werst and Mr. Galante explained the latest information on the reasonably anticipated future needs (RAFN) water rights of the District.

The motion was made to authorize the RAFN Memorandum of Understanding subject to material revisions and to make Mike Galante signatory.

Director Hern – motion. Director Stoller – second.
Motion passed.

G. District Engineer – Necia Maiani, P.E.

1. Project Status Report

Lancaster 5 building structure is there. The contractors will be working on the roof next week.

2. RAFN Update

There are still some refinements that need to be done on the application. Ms. Maiani requested an additional \$3500 to make these changes. Director Hern asked her to bring it to the Board in the form of a Change Order from the original Task Order 2014-04.

H. District Manager – Mike Galante

1. Personnel Policy – Minor Modification

Mr. Galante requested the Board to disregard the nepotism policy within the Personnel Policy for a one time hire of Chucky Wilson. Chucky is a special needs person who is having trouble finding a job. Mr. Galante wanted to give him some work experience to have something to put on a resume. He would be paid minimum wage and would work four to five hours a day, one day a week, for a few months.

After some discussion, the motion was made to allow a one-time exemption to the Personnel Policy for employment of Chucky Wilson.

Director Brooks – motion. Director Hern – second.
Motion passed.

A second motion was made to hire Chucky Wilson part-time with a review of this position when \$500 in wages have been paid to Mr. Wilson.

Director Stoller – motion. Director Carney – second.
Motion passed.

2. Draft Report - Audit

There are some questions Mr. Galante has with the audit that was performed this year. He will be updating the Depreciation Assets with the auditors.

3. Purchase of Multi-Unit Water Meters

The service technicians read meters year round that are supplying multiple unit buildings, as in condos, in the Hillside and Twin Lakes service areas. These meters have to be dug out of the snow each month. The meters in the Twin Lakes area are especially hard to get to because the area is in a snow belt. Mr. Galante requested the Board allow him to purchase radio-read meters for the multiple unit buildings in the Twin Lakes area.

The motion was made to authorize the purchase of radio-read meters for the Twin Lakes area.

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

I. Board Members

President Crimmins asked the Board to consider changing the dates of the Board meetings in January to the 2nd and 4th Thursdays due to the 1st Thursday being on January 1st.

Director Stoller made the motion to change the January meetings to be on January 8th and January 22nd.

Director Hern – second.
Motion passed.

J. Adjournment

There being no further business, the motion was made to adjourn at 2:17 p.m.

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

Alanna Brooks
Board Director/Secretary