

**North Kootenai Water District
Board Meeting Minutes
October 16, 2014**

A. Call to Order/Roll Call

Meeting called to order at 12:35 p.m. by Vice President Stoller.

Present: Shirley Stoller, Director/Vice President
Alanna Brooks, Director/Secretary
Jack Hern, Director/Treasurer
Curt Carney, Director

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

Excused: Tom Crimmins, President
Brian Werst, District Attorney

Visitors: Pat and Stuart Wagner

B. Consent Agenda

1. Minutes of 9/18/14 Board Meeting
2. Financial Report - September

The motion was made to accept the September Financial Report but to postpone the 9/18/14 Board Meeting Minutes until the next meeting.

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

C. Treasury Report – Mike Galante

Mr. Galante stated that this report represented the entire 2014 Fiscal Year. The report showed Water Revenue was less this year than FY 2013 but revenue from Capitalization fees and System Access fees was higher. Variable expenses were down 7% from last year.

D. Oral Communications

Pat and Stuart Wagner, representing Twin Pines Condo Association, asked for assistance with an issue the Association is having with a couple of the Condos. They have two units that have been abandoned by the owners and they have not paid any fees for several years. The Wagner's asked if we could stop charging the fees for those two units. The Board is deferring this matter until the next meeting when legal counsel will be available.

E. Written Communications

Mr. Galante had received two letters. One requesting we take down a cell tower and one from a customer on Cross Creek Road regarding a new meter. Director Stoller asked Mr. Galante to send a follow-up letter/e-mail in response to the cell tower request, saying we cannot take down the cell tower because it is leased.

F. District Attorney – Brian Werst

Excused

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

1. Project Status Report

Footers have been formed at Lancaster Well #5. The contractors are waiting for a building permit before they can continue.

2. CIP Update

Ms. Maiani reported that the Capital Improvement Plan is looking good. Lancaster Well #6 will be needed in approximately six years. New land will be needed to house this well.

3. Pay Request – O’Keefe Drilling

- a. The motion was made to approve Change Order #1 in the amount of \$4,440 to O’Keefe Drilling for Lancaster #5 project.

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

- b. The motion was made to approve Pay Request #1 in the amount of \$104,780.92 to O’Keefe Drilling for Lancaster #5 project.

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

- c. The motion was made to approve Pay Request #2 in the amount of \$5,514.78 to O’Keefe Drilling for Lancaster #5 project.

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

- d. The motion was made to approve Change Order #2 for the Release of Retainage in the amount of \$14,606 to O’Keefe Drilling for completion on the drilling of Lancaster Well #5.

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

4. Water Rights Task Order

Ms. Maiani said they are still working on the District’s reasonably anticipated future needs (RAFN). The Board discussed concerns and recommendations that had been presented by Chris Meyer.

The motion was made to approve Task Order 2014-05 to Welch Comer in the amount of \$2,750 for update the master plan.

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

H. District Manager – Mike Galante

1. Silver Hills – KC Hearing Examiner

The Swartout Group is going in front of the Kootenai County Hearing Examiner to ask for permits for Pine Tree Ranch, 2nd Addition. The District will serve water and sewer. There was discussion on personnel needed for the Waste Water Treatment Plant.

2. 4-S Ranch Update

Mr. Galante and Ms. Maiani met with the people from 4-S Ranch. They have a great interest in bringing the 4-S project back to life.

3. WEFtec Update

Mr. Galante reported on some of the things he learned at a WEFtec conference he attended.

4. After discussion on the different health insurance options that would be available in 2015, the Board decided to defer making a decision until the next meeting when the full Board would be present.

I. Board Members

None

J. Adjournment

There being no further business, the motion was made to adjourn at 3:11 p.m.

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

Alanna Brooks
Board Director/Secretary