

**North Kootenai Water District
Board Meeting Minutes
February 19, 2015**

A. Call to Order/Roll Call

Meeting called to order at 10:01 a.m. by President Crimmins.

Present: Tom Crimmins, President
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 (from 12:30 p.m. to adjournment)
Thad O'Sullivan (from 12:30 p.m. to adjournment)
Robin Potts, Customer Service Specialist II
All NKWSD full time staff (from 10 a.m. to 11:30 a.m.)

Visitor: Melanie Thornton (from 10 a.m. to 10:30 a.m.)

The meeting began with a Board/Staff question and answer segment presented by Mike Galante with assistance from Melanie Thornton. This was followed by a group discussion of the questions/answers. Staff suggestions for improving the efficiency of the District included the purchase of a customer emergency notification system, a vibrating plate compactor and a hydraulically driven valve turner.

The meeting recessed at 11:30 a.m. The majority of the staff left to resume regular work duties. The Board meeting reconvened at 12:30 p.m. with the regular Board meeting agenda.

B. Consent Agenda

1. Minutes of 02/15/15 Board Meeting
2. Financial Reports for January

The motion was made to approve the Consent Agenda with a change to the wording of the minutes under section G.1.a.

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

C. Treasury Report

Revenue is up from this time last year but down 2% from last month. Variable expenses are down and gross profits are up when compared to last month.

D. Employee Matters

Discussed during Board/Staff portion of the meeting.

E. Oral Communications

None

F. Written Communications

1. Mr. Galante received a summons from a lawsuit between a current customer and a past customer over the purchase of a property at Gozzer Ranch. Past due fees are owed to the District on said property. A copy of the summons was given to Mr. Werst for response.

2. Two tax deeds on a property at Honeysuckle Hills were received by the District. Mr. O'Sullivan explained that the District's LID lien would follow the property if a sale at auction took place and the lien was not paid at that time.

G. District Attorney – Thad O'Sullivan

Executive Session

Director Hern made the motion to go into Executive Session regarding Idaho Code 67-2345(1)(f).
Director Stoller second.

Roll Call:

Ayes: Directors Brooks, Carney, Crimmins, Hern and Stoller

Nays: None

The Board entered into Executive Session at 12:50 p.m. and were out at 2:12 p.m.

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

1. Project Status Report

A draft of the Conservation Plan will be presented to the Board at the March 5th meeting.

2. CIP Update

Discussion took place on changing out service line connections in the Hillside and Rimrock service areas.

A motion was made to have Mr. Galante purchase a vibrating plate compactor and a hydraulically driven valve turner, not to exceed a combined cost of \$16,000.

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

3. Ela Late Comer Agreement

There was discussion over the boundaries for the Ela Late Comer Agreement. This late comer agreement began in 2010 and goes into 2020. The agreement was for \$4,420 and 7% interest per year and 10% administration fees for the District, to be collected at time of service. Currently, four years into the agreement, the total is \$6,468 for each parcel.

I. District Manager – Mike Galante

1. FY 2013-2014 Audit

The final FY 2013-2014 Audit was presented to Board. There were no problems listed on the audit.

2. Exhibit D-1

The motion was made to have the Treasurer sign the Auditor's report, Exhibit D-1.

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

3. IDWR – APOD Update

Mr. Galante had gone over the information he had received from IDWR. The Board asked Mr. Galante to have the law firm Givens Pursley, LLC send a letter to IDWR on their behalf.

4. Executive Session

Director Stoller made the motion to go into Executive Session regarding Idaho Code 67-2345(1)(b). Director Brooks second.

Roll Call:

Ayes: Directors Brooks, Carney, Crimmins, Hern and Stoller

Nays: None

The Board entered into Executive Session at 2:52 p.m. and were out at 3:29 p.m.

J. Board Members

None

K. Adjournment

There being no further business, the motion was made to adjourn at 3:30 p.m.

Director Hern – motion, Director Brooks – second.

Motion approved.

Alanna Brooks
Board Director/Secretary