

**North Kootenai Water District
Board Meeting Minutes
May 7, 2015**

A. Call to Order/Roll Call

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

Directors Present: Tom Crimmins, Director/President
Jack Hern, Director/Treasurer
Alanna Brooks, Director/Secretary
Curt Carney, Director

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

Excused: Shirley Stoller, Director/Vice President

B. Consent Agenda

Minutes of 04/16/15 Board Meeting

The motion was made to accept the consent agenda.

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

C. Employee Matters

None

D. Oral Communications

A home on Eastshore Drive was found illegally connected to the District's water. The County Assessor's website showed the owner's had acquired the property in November 2013. The District required the people pay the owed capitalization and meter fees and fill out a Customer Application. However, no charges have been applied to the account for the time of November 2013 through April 2015.

After some discussion, the motion was made to back-charge for water service, including system access fees, bond and water consumption, beginning November 2013, using an average water consumption of homes in the neighborhood for the water consumption charges.

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

E. Written Communications

1. A letter was sent to the Board from customers Margo and Stanley Sargent. They had a water hose that was left on. They do not live at this house and were unaware. The District staff discovered the running water and turned off the spigot. The extra water usage caused a bill of \$671.30. The Sargent's requested help with the water bill.

The motion was made to apply the leak policy to the Sargent's account.

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

2. A letter was received from John and Charmaine Baisden regarding their large leak that the Board addressed at the last Board meeting. They requested more relief from their bill. The Board of Directors thought that the relief that had been previously given was more than adequate and denied anymore.

F. District Attorney – Brian Werst

1. Executive Session

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

Roll Call:

Ayes: Directors Brooks, Carney, Crimmins, and Hern

Nays: None

The Board entered into Executive Session at 12:55 p.m. and were out at 1:32 p.m.

2. Ela Late Comer Agreement

The Board directed Mr. Werst and/or Mr. Galante to reach out to Mr. Ela to let him know of the problems the District has with collecting late comer fees on his behalf.

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

1. Project Status Report

Plans were submitted to IDEQ on April 24th for the addition of the 3rd pump to the Arrow Point Lift Station

2. Final Retainage Request for Lancaster 5

TML Construction has completed all work for Lancaster 5 Well building.

The motion was made to approve Pay Request #6 in the amount of \$2,895, representing 100% of the contract for Lancaster #5, payable to TML Construction.

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

H. District Manager – Mike Galante

1. FY 2015-16 Budget

The first draft of the 2015-16 Budget was presented to the Board with comparisons to the 2014-15 Budget. There were no changes to the debt service and system access. There was no COLA for employees. The first meeting in September will be the public hearing for the Budget.

2. Dodd Rd. Water Line Extension

Mr. Galante met with three participants of the Dodd Road West project. There are currently six to seven participants interested in joining the District. Mr. Galante told them the first step would be to annex into the District.

3. Valve Turning Equipment

The costs of training for the crew was negotiated into the cost of the valve turning equipment. Mr. Galante was able to get the equipment and the training for \$22,263.

4. Ranch Valley Generator Update

The District received the generator last week. It will be bolted to a concrete pad. It should be ready for operation by the end of the month.

5. Water Rights Update

Mr. Galante and Director Crimmins will be traveling to Boise to meet with IDWR on May 18th. Will have a report on May 21st.

I. Board Members

The Directors and staff thanked Alanna Brooks for her service to the Board. This was her last meeting.

J. Adjournment

There being no further business, the motion was made to adjourn at 2:21 p.m.

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

Board Director