

**North Kootenai Water District
Board Meeting Minutes
March 1, 2018**

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, Director/President
Jack Hern, Director/Vice President
Thomas Gwin, Director/Treasurer (arrived 12:40 p.m.)
Fred Ogram, Director/Secretary
Curt Carney, Director

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

Visitors: Ron Cockrell
Joseph Lutes

B. Agenda Changes and/or Board Member Conflicts

H.3. Hayes Annexation has been withdrawn.

C. Consent Agenda

Minutes of 02/15/18 Board Meeting

The motion was made to approve the minutes of 02/15/18 as written.

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

D. Public Hearings

1. Lancaster Petitioners – Annexation

- a. The public hearing for the Bennett Annexation opened at 12:32 p.m. There were no written or oral communications. The public hearing closed at 12:32 p.m.
- b. The public hearing for the Meier Family Trust Annexation opened at 12:32 p.m. There were no written or oral communications. The public hearing closed at 12:33 p.m.
- c. The public hearing for the Miller Family Trust Annexation opened at 12:33 p.m. There were no written or oral communications. The public hearing closed at 12:34 p.m.
- d. The public hearing for the Cockrell Annexation opened at 12:34 p.m. There were no written or oral communications. The public hearing closed at 12:34 p.m.
- e. The public hearing for the Brown Annexation opened at 12:34 p.m. There were no written or oral communications. The public hearing closed at 12:35 p.m.
- f. The public hearing for the Cameron Annexation opened at 12:35 p.m. There were no written or oral communications. The public hearing closed at 12:35 p.m.

2. Rimrock Meadows 5th Addition – Annexation

The public hearing for the Rimrock Meadows 5th Addition Annexation opened at 12:35 p.m. There were no written or oral communications. The public hearing closed at 12:36 p.m.

E. Employee Matters

None

F. Oral Communications

None

G. Written Communications

Rimrock Meadows 5th Addition final acceptance letter was sent to the developer.

H. District Attorney – Brian Werst

1. Executive Session

The motion was made to go into Executive Session under Idaho Code 74-206 (1)(a), the hiring of personnel.

Director Hern – motion. Director Carney – second.

Roll Call Vote:

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

Nays – None

Executive Session began at 1:55 p.m. and ended at 2:15 p.m.

2. Resolution 2018-02 Bennett Annexation

The motion was made to accept Resolution 2018-02 for the Bennett Annexation subject to the review of mapping and legal description.

Director Carney – motion. Director Gwin – second.

Motion approved.

3. Resolution 2018-03 Hayes Annexation

This annexation request was withdrawn.

4. Resolution 2018-04 Meier Family Trust Annexation

The motion was made to accept Resolution 2018-04 for the Meier Family Trust Annexation.

Director Carney – motion. Director Gwin – second.

Director Hern abstained.

Motion approved.

5. Resolution 2018-05 Miller Family Trust Annexation

The motion was made to accept Resolution 2018-05 for the Miller Family Trust Annexation.

Director Carney – motion. Director Gwin – second.

Director Hern abstained.
Motion approved.

6. Resolution 2018-06 Cockrell Annexation

The motion was made to accept Resolution 2018-06 for the Cockrell Annexation.

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

7. Resolution 2018-07 Brown Annexation

The motion was made to accept Resolution 2018-07 for the Brown Annexation.

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

8. Resolution 2018-08 Cameron Annexation

The motion was made to accept Resolution 2018-08 for the Cameron Annexation.

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

9. Resolution 2018-09 Rimrock Meadows 5th Addition Annexation

The motion was made to accept Resolution 2018-09 for the Rimrock Meadows 5th Addition Annexation.

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

I. District Engineer – Necia Maiani, PE

1. Project Status Report

- a. Last year's waterline replacement on St. James will be incorporated into the GIS system within the month.
- b. Pre-bid for the Hillside services is planned for March 13th.
- c. Mr. Galante sent an acceptance letter to Kootenai County for Rimrock Meadows 4th and 5th Additions.

2. Water Rights Update

Discussed the current state of the District's water rights.

3. Task Order 18-01 Tree Farm Well

The motion was made to approve Task Order 18-01 for the bidding and design of Twin Lakes Tree Farm Well #3 in the amount of \$21,600.

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

J. District Manager – Mike Galante

1. System Operation Update
 - a. Gozzer lake intake pumps are down.
 - b. Gozzer influent tanks are being coated. Will be finished on March 9th.
2. Twin Lakes Sanitary Survey

No significant deficiencies were found during DEQ's sanitary survey of our Twin Lakes Service Area.

3. Damage Repair Estimate 2014 Chevrolet Pickup

Damage to the District's 2014 Chevrolet pickup was estimated at \$3,931.76. The claim has been submitted to ICRMP. ICRMP will contact the offending party's insurance company.

K. District Manager – Chris de Groot

1. Merit Pay

A draft Merit Pay Policy was discussed.

2. Chilco Sanitary Survey

The Chilco Sanitary Survey was completed on February 7th. No notable deficiencies were found.

3. Hillside Sanitary Survey – Upcoming

The sanitary survey for Hillside will be completed in March.

4. Assimilation into the NKWSD Culture

Updated the Board on Mr. de Groot's transition into the District.

5. Landscaping at District Facilities

Discussed lawn care maintenance for the upcoming year.

L. Board Members

None

M. Adjournment

There being no further business, the motion was made to adjourn at 2:15 p.m.

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

Approved on _____.

Fred Ogram
Director/Secretary