

**North Kootenai Water District
Board Meeting Minutes
March 7, 2019**

A. Call to Order/Roll Call

There being a quorum, the meeting was called to order at 12:48 p.m. by President Crimmins.

Directors Present: Tom Crimmins, Director/President
Curt Carney, Director
Scott Shellman, Director

Staff Present: Chris de Groot, District Manager
Brian Werst, District Attorney
Necia Maiani, PE, District Engineer
Jessie Camburn, Field Supervisor
Dan Messier, Wastewater Supervisor
Dave Duthie, Operations Supervisor

Visitors: Jack Hern

Absent: Thomas Gwin, Director/Treasurer

B. Selection of Secretary Pro Tem

Tom Crimmins nominated Curt Carney for Secretary Pro Tem for this meeting.

C. Agenda Changes and/or Board Member Conflicts

None

D. Consent Agenda

1. Minutes of February 21, 2019

The motion was made to approve the minutes of the February 21, 2019 Board meeting.

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

E. Public Hearings

1. TCVR LLC Annexation

The Public Hearing opened at 12:49 p.m. There were no written comments. Jack Hern was present and voiced his approval of the acceptance of the annexation. The meeting closed at 12:50 p.m.

2. Viebrock Annexation

The Public Hearing opened at 12:50 p.m. There was no one present and there were no written comments. The Public Hearing closed at 12:51 p.m.

F. Employee Matters

None

G. Oral Communications

None

H. Written Communications

Will-serve letters had been sent to Ken Ela of Mid-Mountain Land and Timber Inc., and Trapper Creek Land and Timber LLC.

I. District Attorney – Brian Werst

1. Executive Session

None

2. Resolution 2019-05 TCVR LLC Annexation

The motion was made to approve Resolution 2019-05 for the TCVR LLC Annexation.

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

3. Resolution 2019-06 Viebrock Annexation

The motion was made to approve Resolution 2019-06 for the Viebrock Annexation.

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

4. Motion Regarding District Manager Benefits

A motion was made to approve the following:

Upon conclusion of a performance evaluation of Chris de Groot, District Manager, the Board desires to provide Mr. de Groot a bank of 80 hours of vacation leave, effective and available as of March 7, 2019. Mr. de Groot shall be entitled to continue to accrue vacation leave in accordance with the "Vacation Leave" benefit set forth in Section VI of the North Kootenai Water District At-Will Personnel Policy. Except as otherwise set forth herein, all other provisions of the North Kootenai Water District At-Will Personnel Policy, including but not limited to Section VI, shall apply to Mr. de Groot. If approved, a copy of this Motion and an official copy of the minutes of this meeting shall be placed in the personnel records of Mr. de Groot.

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

J. District Engineer – Necia Maiani, PE

1. Project Status Report
2. Amendment to TO 18-01 Tree Farm #3 Revisions

The motion was made to approve the amendment to Task Order 18-01 for revisions to Tree Farm #3 in the amount of -\$9,600.00.

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

K. District Manager – Jessie Camburn for Chris de Groot

1. System Operation Update

2. Approval of Expenditure of \$9,449.52 for Tree Farm Well House Renovation, J & J Carpentry

The motion was made to approve the renovation of the Tree Farm well house to J & J Carpentry in the amount of \$9,449.52.

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

3. Approval of Expenditure of \$5,283.13 for Piping and Fittings for Tree Farm Well #3, HD Fowler

The motion was made to approve the expenditure of \$5,283.13 to purchase piping and fittings for Tree Farm Well #3 from HD Fowler.

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

4. Disposal of Pressure Tank from Tree Farm Well House

The motion was made to declare the pressure tank as surplus and authorize the District to dispose of the tank in an economically reasonable manner.

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

5. Update on Purchase of Plow Truck

The District purchased a 1997 Chevy 2500 pickup truck for lawn maintenance and snow plowing.

L. Board Members

None

M. Adjournment

There being no further business, the motion was made to adjourn at 1:37 p.m.

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

Approved on _____.

Curt Carney
Director/Secretary Pro Tem