

**North Kootenai Water District  
Board Meeting Minutes  
September 5, 2013**

**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  
Tom Crimmins, President - Excused

Staff Present:

Mike Galante, District Manager  
Brian Werst, District Attorney  
Necia Maiani, PE, District Engineer  
Karen Osterdock, PE, District Engineer

Visitors:

None

**B. Consent Agenda:**

1. Minutes of 8/15/13 Board Meeting

Director Hern made a motion to accept consent agenda, Director Carney 2<sup>nd</sup>, motion approved.

**C. Public Hearing: Change in Water Usage Charges:**

12:37 p.m. Public hearing opened- No oral or written communications. Meeting closed @ 12:38 p.m.

**D. Public Hearing: 2013-2014 Fiscal Year Budget**

1:00 p.m. Public hearing opened- No oral or written communications. Meeting closed @ 1:01 p.m.

**E. Employee Matters:** None

**F. Oral Communications:** None

**G. Written Communications:**

Outgoing letters on file. None received.

**H. District Attorney: Brian Werst:**

1. Executive Session: Director Hern-motion to go into executive session Idaho code 67-23451f  
Director Carney- second. Roll call vote. Executive session open at 1:03 p.m. Out at 1:26  
p.m.
2. Resolution 2013-10 Adopting Water Usage Charges: Director Hern motion to adopt, Director  
Carney-second. Motion passes
3. Resolution 2013-11 Adopting 2013-2014 Fiscal Year Budget: Director Hern motion to adopt,  
Director Carney-second. Motion passes

4. Resolution 2013-12 Surplus Equipment: Director Carney motion to surplus two 1 ton service trucks and one Chevrolet Trailblazer. Director Hern, second. Motion passes.

**I. District Engineer: Necia Maiani**

1. Project Status Report: Memorandum from Welch Comer on file  
Gozzer Odor Control: Draft to be submitted to DEQ  
Gozzer Sludge Disposal: City of St. Maries approved task order. Evaluation of option for NKWD to dispose of sludge at the city's facility.  
Strahorn: Record drawings have been drafted, will include GPS information and will be submitted to DEQ.
2. Water Rates Presentation: Powerpoint presentation on file.
3. CIP Update: Ten year Capital Improvement Plan on file.
4. Ravenwood RV: Letter of Acknowledgement & acceptance to be sent for signature.

**J. District Manager: Mike Galante-**

1. Vac Truck Update: Manager is continuing to research an appropriate truck for the District.
2. Lancaster 1 Update: O'Keefe Drilling has verbally agreed to the District's stipulations for repair.
3. Lancaster Right of Way-Update: More information needed prior to consideration of granting an easement to the City of Hayden.
4. Service Truck Surplus/Purchase: Agenda Item H4
5. Office Copier Quotation/Lease: Director Carney motion to surplus existing 2020i Cannon copier and enter into lease agreement with Royal Business for Kyocera CS3050ci copier. Director Hern-second. Motion passes.
6. Safety Equipment-Confined Space: Director Carney -motion to adopt Confined Space Entry Program and permission to purchase necessary equipment up to \$5,000. Director Hern-second. Motion passes.
7. Amendment to On Call Policy: Director Hern motion to amend on call policy to include smart phones-add clause 5a. Director Carney- Second. Motion passes.

**K. Board Members:** Director Hern motion to sign Bank documents to add Director Curt Carney and remove Jim Omeroso as authorized signer. Director Carney- second. Motion passes.  
District Manager will be absent October 17 meeting.

**L. Adjournment:** Director Hern motion to adjourn. Director Carney-second. Motion passes. Meeting adjourned at 3:46 p.m.