

North Kootenai Water and Sewer District
Board Meeting Minutes
April 16, 2020

A. Call to Order/Roll Call

There being a quorum, the meeting was called to order at 12:31 p.m. by President Crimmins.

Directors Present: Tom Crimmins, Director/President
Jack Hern, Director/Vice President
Thomas Gwin, Director/Treasurer
Scott Shellman, Director/Secretary
Curt Carney, Director

Staff Present: Chris de Groot, District Manager
Jessie Camburn, District Manager
Brian Werst, District Attorney
Necia Maiani, P.E., District Engineer
Robin Potts, Administrative Analyst (minutes recorder)

B. Agenda Changes and/or Board Member Conflicts

C. Consent Agenda

1. Minutes of March 19, 2020
2. Minutes of April 2, 2020
3. Financials for February 2020
4. Financials for March 2020

The motion was made to accept the consent agenda.

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

D. Treasury Report: Robin Potts

E. Employee Matters

F. Oral Communications

G. Written Communications

H. District Attorney – Brian Werst

I. District Engineer – Necia Maiani, PE

1. Project Status Report
2. Task Order 20-03: District Asset Inventory Consolidation

The motion was made to approve Task Order 20-03 for the District's asset inventory consolidation in an amount up to \$7,500.

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

J. District Manager – Jessie Camburn

1. System Operation Update
2. Approval and Adoption of Resolution 20-11 At Will Personnel Policy

The motion was made to approve Resolution 20-11 for the changes to the At Will Personnel Policy

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

3. Approval of Expenditure - \$20,000 for the Repair of Cracks on Reservoirs by Concrete Experts

The motion was made to approve the expenditure of \$20,000 to the company Concrete Experts for the repair of cracks on needed reservoirs.

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

4. Approval of Expenditure - \$8,948 for a Security Door and Teller Window

The motion was made to approve the expenditure of \$8,948 for a security door and teller window and to have them installed.

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

K. Board Members

L. Adjournment

There being no further business, the motion was made to adjourn at 1:52 p.m.

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

Approved on _____.

Scott Shellman
Director/Secretary