

**North Kootenai Water District
Board Meeting Minutes
June 7, 2012**

A. Call to Order/Roll Call:

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

Present: Shirley Stoller, Director/Vice President
Alanna Brooks, Director/Secretary
Jim Omerso, Director/Treasurer
Jack Hern, Director arrived at 12:35 p.m.

Staff Present: Mike Galante, District Manager
NeciaMaiani, PE, District Engineer
Brian Werst, District Attorney
Robin Potts, Accounts Specialist II

Excused: Tom Crimmins, Director/President

Visitors: None

B. Consent Agenda:

1. Minutes of 05/1712 Board Meeting

Motion was made to accept the consent agenda.

Director Brooks – motion, Director Omerso – second.
Motion approved unanimously by those present.

C. Oral Communications:

None

D. Written Communications:

None

E. Employee Matters:

None

F. District Attorney – Brian Werst:

1. Executive Session

A motion was made to enter into Executive Session under Idaho Code § 67-2345(1)(f).

Director Hern – motion, Director Omerso – second.

Roll Call Vote:

Ayes – Directors Brooks, Stoller, Omerso, and Hern

Nays – None

The Board entered into Executive Session at 2:51 p.m.

The Board was out of Executive Session at 3:14 p.m.

2. Resolution 2012-14 Adopting Revised Capitalization Fees

A motion was made to adopt Resolution 2012-14 revising and resetting Cap Fees.

Director Hern – Hern, Director Brooks – second.
Motion approved unanimously by those present.

3. Resolution 2012-15 Adopting Revised System Access Fee

A motion was made to adopt Resolution 2012-15 to revise the System Access Fee and set a Short-Term Turn On/Off Request Fee.

Director Hern – motion, Director Brooks – second.
Motion approved unanimously by those present.

4. Cell Tower Leases

The Directors discussed revisions on the Cell Tower Lease agreement between the District and Unison.

The motion was made to approve the documents and to move forward with the sale of our lease rights to Unison.

Director Omerso – motion, Director Hern – second.
Motion approved unanimously by those present.

5. Single Parcel Annexations

Mike Galante gave a brief description of the difference between in District and in Service area but out of District.

The motion was made to stipulate that anybody choosing to receive District water must be annexed into the District.

Director Omerso – motion, Director Hern – second.
Motion approved unanimously by those present.

G. District Engineer – Necia Maiani, PE

1. Project Status Report

- a. There is 600' of pipe left to install on Avondale Phase 2. The contractors are doing a tie-in today.
- b. Lancaster bike path is being paved today. This project should be closed out this month.
- c. Chilco East is in a waiting period.
- d. Chilco West is waiting for the railroad bore.

2. Pay Requests/Change Orders:

- a. The motion was made to approve Pay Request #5 to S&L Underground, Inc. in the amount of \$196,451.76 representing 66% completion of Avondale Phase 2 project.

Director Hern – motion, Director Brooks – second.
Motion approved unanimously by those present.

- b. A motion was made to approve Change Order #2 to Scarsella Brothers, Inc. in the amount of \$694.88 for the Chilco Waterline Extension project.

Director Brooks – motion, Director Omerso – second.
Motion approved unanimously by those present.

- c. A motion was made to approve Pay Request #1 to Scarsella Brothers, Inc. in the amount of \$115,799.59 representing 43% completion of the Chilco Waterline Extension project.

Director Hern – motion, Director Omerso – second.
Motion approved unanimously by those present.

- d. The motion was made to approve Reimbursement Request #9 in the amount of \$2,300 against Loan DW #1203 for Chilco East.

Director Hern – motion, Director Omerso – second.
Motion approved unanimously by those present.

- e. The motion was made to approve Reimbursement Request #6 in the amount of \$129,729.59 against Loan DW #1204 for Chilco West.

Director Hern – motion, Director Omerso – second.
Motion approved unanimously by those present.

3. Water Rights

The Board discussed the future of water rights issues.

H. District Manager – Mike Galante:

1. Meyer Road Office and Shop

Mr. Galante reported that progress is moving along pretty well. Concrete slab is being poured today. Sheetrock is hung. We will be painting on Friday, June 15 and finishing on Saturday, June 16. The flooring will be done on the week of the 18th.

A motion was made to note the acknowledgement of \$24,688 that was spent on the Meyer Road property.

Director Hern – motion, Director Omerso – second.
Motion approved unanimously by those present.

Director Hern left the meeting at 3:30 p.m.

2. Pay Requests/Change Orders – Meyer Road

- a. The motion was made to approve Change Order #1 to Small's Construction in the amount of \$2,152 for the HVAC.

Director Brooks – motion, Director Omerso – second.
Motion approved unanimously by those present.

- b. The motion was made to approve Change Order #4 to Small's Construction in the amount of \$1,400 for the stained doors and trim.

Director Brooks – motion, Director Omerso – second.
Motion approved unanimously by those present.

- c. The motion was made to approve Pay Request #1 to Small's Construction in the amount of \$29,373.10 representing 42% of project completion.

Director Brooks – motion, Director Omerso – second.
Motion approved unanimously by those present.

- d. The motion was made to approve Change Order #1 to Steel Structures of America in the amount of \$442.75.

Director Omerso – motion, Director Brooks – second.
Motion approved unanimously by those present.

- e. The motion was made to approve Pay Request #1 to Steel Structures of America in the amount of \$56,715.50 representing 66% of the contract.

Director Omerso – motion, Director Brooks – second.
Motion approved unanimously by those present.

3. RAFN

Mr. Galante reported that he and Ms. Maiani had gone to a meeting on Reasonably Anticipated Future Needs (RAFN) of Water Rights.

4. Rimrock Pressure Zone Investigation

The District staff has been preoccupied and, therefore, this has been tabled for the time being.

I. Board Members:

None

J. Adjournment

The motion was made to adjourn at 3:57 p.m.

Director Omerso – Omerso, Director Brooks – second.
Motion approved unanimously by those present.

Alanna Brooks
Director/Secretary