

**North Kootenai Water District
Board Meeting Minutes
January 16, 2014**

A. Call to Order/Roll Call:

Meeting called to order at 12:28 p.m. by President Crimmins

Present: Tom Crimmins, Director/President
Shirley Stoller, Director/Vice President
Alanna Brooks, Director/Secretary
Jack Hern, Director/Treasurer
Curt Carney, Director

Staff Present: Mike Galante, District Manager
Necia Maiani, PE, District Engineer

Visitors: Scott Hoover, CPA, Magnuson McHugh & Co. (auditors)

B. Consent Agenda:

1. Minutes of 12/19/13 Board Meeting
2. Financials

Director Stoller made a motion to omit last sentence of Item I2 and accept consent agenda.
Director Hern 2nd, motion approved.

A. Treasury Report: On File

B. Employee Matters: None

E. Oral Communications: Scott Hoover, CPA, Magnuson McHugh & Co. (auditors)
Handout of Independent Auditors Report, Financial Statement on file. Mr. Hoover reported that only minor adjustments were necessary. The Board having heard the Audit Report Summary, Director Hern made a motion to approve audit and direct District Manager to forward to all necessary banks. Director Stoller second. Motion approved.

F. Written Communication: Outgoing letters on file. None received.

G. District Attorney: Brian Werst:

1. Executive Session: Director Stoller made a motion to go into Executive Session Idaho Code § 67-2345(1)(f) Director Hern, second. The Board went into Executive Session at 1:27 p.m. Executive Session ended at 2:14 p.m.
2. Arcadis Engagement Letter: Director Carney made a motion to authorize K&L Gates to engage services of Kevin Freeman, Principal Hydrogeologist with Arcadis, requesting payment remitted to the District. Director Stoller second. Motion approved.
3. Annual Election of Board Officers: Director Stoller made a motion to keep officers the same as currently elected. Director Hern second. Motion approved.

H. District Engineer: Necia Maiani

1. Project Status Report: Memorandum from Welch Comer on file. While waiting for the City of St. Maries decision to allow Gozzer Sludge disposal, the District will continue to decant sludge.

2. CIP Update: 10 year CIP spreadsheet on file. St. James waterline replacement will need to be postponed.
3. Lancaster 5 Task Order: Director Stoller made a motion to approve Task Order 14-01 Lancaster Well #5 Well Drilling not to exceed \$12,200. Director Hern second. Motion approved. Director Stoller made a motion to approve Task Order 14-02 Lancaster Well #5 Well Building & Site Piping not to exceed \$39,500. Director Carney second. Motion approved.

I. District Manager: Mike Galante

1. Annual Audit for 2013: See Agenda Item E.
2. Lancaster 1 Update:
3. Atlas Acres – VFD, Chlorine Isolation Room: Director Stoller made a motion to proceed with project to add an internal chlorine room, and replace one of the two submersible booster pumps with a new pump and motor. Director Hern second. Motion approved.
4. Lancaster Property Acquisition: District Manager will discuss with land owners the option of acquiring additional property for future wells.
5. East Seasons Acres – Chlorine Pump: Chlorine metering pump malfunctioned and pumped about 13 gallons of chlorine into the reservoirs then the distribution system. We took steps immediately to protect our customers on this system. No one became ill or suffered any issues as a result of this incident.

J. Board Members:

Discussion of All Employee Meeting & District Manager Review. Scheduled for 2/6/2014.

K. Adjournment:

Director Hern motion to adjourn. Director Stoller-second. Motion passes. Meeting adjourned at 3:50 p.m.

Alanna Brooks
Director/Secretary