

**North Kootenai Water and Sewer District  
Board Meeting Minutes  
November 19, 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 (left meeting at 2 p.m.)  
Scott Shellman, Director/Secretary  
Thomas Gwin, Director/Treasurer  
Curt Carney, Director

Staff Present: Jessie Camburn, District Manager  
Suzanne Scheidt, Senior Compliance Specialist  
Robin Potts, Administrative Analyst (minutes recorder)

Excused: Brian Werst, District Attorney  
Necia Maiani, P.E., District Engineer

**B. Agenda Changes and/or Board Member Conflicts**

The motion was made to add J.4. Discussion of Kootenai County Water District #1.

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

**C. Consent Agenda**

1. Minutes of November 5, 2020
2. Financials for October 2020

The motion was made to accept the Consent Agenda as written.

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

**D. Employee Matters**

**E. Oral Communications**

**F. Written Communications**

**G. District Attorney – Brian Werst – Excused**

**H. District Engineer – Necia Maiani, PE – Excused**

**I. Compliance Specialist – Suzanne Scheidt**

1. Treasury Report
2. Revenue Bond Discussion

**J. District Manager – Jessie Camburn**

1. System Operation Update
2. 2021 Capital Improvement Project

3. Surplus Property – Resolution 20-27

The motion was made to approve Resolution 20-27 for a sealed bid sale of a one-ton pickup.

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

4. Discussion of Kootenai County Water District #1

Mr. Camburn discussed with the Board ways to assist Kootenai County Water District #1 with some operational issues they were having after their Manager left his position.

**K. Board Members**

**L. Adjournment**

There being no further business, the motion was made to adjourn at 2:20 p.m.

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

Approved on \_\_\_\_\_.

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Scott Shellman  
Director/Secretary