

**North Kootenai Water District  
Board Meeting Minutes  
December 6, 2018**

**A. Call to Order/Roll Call**

There being a quorum, the meeting was called to order at 12:30 p.m. by President Crimmins.

Directors Present: Tom Crimmins, Director/President  
Jack Hern, Director/Vice President  
Fred Ogram, Director/Secretary (arrived 12:35 p.m.), (minutes recorder)  
Curt Carney, Director (via phone)

Staff Present: Chris de Groot, District Manager  
Brian Werst, District Attorney  
Necia Maiani, PE, District Engineer

Excused: Thomas Gwin, Director/Treasurer

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

None

**C. Consent Agenda**

1. Minutes of November 15, 2018

The motion was made to approve the Consent Agenda.

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

**D. Public Hearing**

1. Borowski Annexation

The public hearing opened at 12:38 p.m. There were no public or written comments. The hearing closed at 12:39 p.m.

**E. Employee Matters**

None

**F. Oral Communications**

None

## **G. Written Communications**

A letter was written to the District's auditors.

## **H. District Attorney – Brian Werst**

1. Resolution 2018-24 Borowski Annexation

The motion was made to approve the Borowski annexation.

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

## **I. District Engineer – Necia Maiani, PE**

1. Project Status Report
2. Task Order 2018-08 Chilco Water System Analysis

The motion was made to approve Task Order 2018-08 contingent upon payment by developer in advance of services.

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

## **J. District Manager – Chris de Groot**

1. System Operation Update
2. Disposal of District Property – Trees from Tree Farm Well and Reservoir Sites

The motion was made to declare surplus on cut trees and dispose of them to Rathdrum Lions Club and write an article for the District's newsletter.

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

3. Employee Reimbursement for Insurance Deductibles

The motion was made to have the District pay taxes that were not previously taken out on employee reimbursements, related to insurance deductibles.

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

4. Voluntary Employee Benefit Association (VEBA) for District Employees

The motion was made to go into Executive Session under Idaho Code 74-206 (1)(i)

Director Hern – motion. Director Ogram – second.  
Roll Call Vote: Ayes – Directors Ogram, Carney, Hern and Crimmins; Nays – None  
Entered into Executive Session at 1:46 p.m. Out at 1:56 p.m.

The motion was made to have the District manager make an application for the VEBA program.

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

5. Approval to Purchase Highway Products Pickup Pack for \$7,461.70

The motion was made to approve the purchase of the pickup pack for \$7,461.70.

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

6. Possible Contract Operation of a Sewer System

7. Request to Close District Offices on Monday, December 24<sup>th</sup> for Christmas Eve

The motion was made to close the District office on 12/24/18. Paid with 10 hours PTO.

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

**K. Board Members**

**L. Adjournment**

There being no further business, the motion was made to adjourn at 2:45 p.m.

Director Hern – motion, Director Ogram – second.  
Motion approved.

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

\_\_\_\_\_  
Fred Ogram  
Director/Secretary