

**North Kootenai Water District  
Board Meeting Minutes  
December 20, 2012**

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

Meeting called to order at 12:32 p.m. by President Crimmins.

Present: Tom Crimmins, Director/President  
Shirley Stoller, Director/Vice President – Arrived at 12:34 p.m.  
Jim Omerso, Director/Treasurer  
Alanna Brooks, Director/Secretary

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

Excused: Jack Hern, Director

Visitors: None

**B. Consent Agenda**

1. Minutes of 12/06/12 Board Meeting
2. Financial Statements

The motion was made to approve the Consent Agenda.

Director Brooks – motion. Director Omerso – second.  
Motion approved.

**C. Treasurer's Report**

Director Omerso reported that net contribution into the Depreciation Reserve was up for the Fiscal Year and Revenue was ahead by 38% when compared to this same time last year.

Mr. Galante suggested to the Board that he look into transferring certain accounts into ICS accounts to earn additional interest. The Board agreed and asked Mr. Galante to begin checking into this.

**D. Oral Communications**

None

**E. Written Communications**

The Board received a letter from Karl Mohr, customer on Blue Jay Court. Mr. Mohr had a leak at his residence that he thinks was caused by high pressure on his line. He is not satisfied with the information that was given to him by District staff on policy procedures to receive a leak adjustment or file a claim with the District's insurance. The Board instructed Mr. Galante to respond to the letter explaining the paperwork needed for a leak adjustment and to address a threatening remark made by Mr. Mohr to District staff.

**F. Employee Matters**

None

## **G. District Attorney, Brian Werst**

### 1. Executive Session

The motion was made to go into Executive Session under Idaho Code 67-2345(1.i.) at 1:17 p.m.

Director Stoller – motion. Director Omeroso – second.  
Ayes – Directors Crimmins, Brooks, Omeroso, and Stoller  
Nays - None

Out of Executive Session at 1:32 p.m.

The motion was made to send a letter to Carlin Bay Property Owner's Association (CBPOA) to inform the CBPOA that North Kootenai Water and Sewer District is not interested in continued discussions regarding their water and sewer issues.

Director Omeroso – motion. Director Stoller – second.  
Motion approved.

### 2. LID 3 & 4 Update

Mr. Werst received the amortization schedules and closing documents from DEQ. However, there are still outstanding payments to be made and so new closing documents will be forthcoming.

### 3. District By-Laws

Mr. Werst informed the Board that the District's By-Laws were in need of being changed. He discussed with the Board as to whether the By-Laws should be changed or rescinded since By-Laws are always superseded by Idaho Code. The Board decided to have Mr. Werst do the necessary paperwork to rescind the By-Laws.

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

### 1. Project Status Report

Ms. Maiani reported that she is waiting on paperwork from Scarsella Brothers before closing out the Chilco West project. Without this paperwork, we can not make the payment that is needed to be able to sign closing documents with DEQ. Mr. Galante was asked to contact Scarsella Brothers to find out why they are not signing and to explain that any financial damages this causes the District will be taken out of their contractual pay.

Ms. Maiani informed the Board that she had approved the drawings for Walgreen's corrective measures and had submitted those plans to DEQ.

### 2. Pay Request/Change Orders

None

### 3. Chilco Reservoir Cost Estimate

Ms. Maiani and Mr. Galante had met with Ryan Fobes of the Idaho Forest Group. They discussed the cost of building a reservoir and other options.

### 4. HHGS New Services

Sharie MacDonald of Welch Comer Engineers had spoken with Hayden Lake Recreational Water and Sewer District regarding LID #1 for Hayden Haven Gem Shores and found that the LID has been paid in full. Therefore, a new capitalization fee will need to be calculated for any future customers. President Crimmins requested capacity to be calculated, as well.

The motion was made to accept Task Order #1205 to Welch Comer Engineers in the amount of \$5340 to calculate Capitalization Fees for Hayden Haven Gem Shores.

Director Stoller – motion. Director Omeroso – second.  
Motion approved.

#### **I. District Manager – Mike Galante**

##### **1. Lancaster 3 VFD**

The new drive is here and the old one has been removed. Jesse Nichols, NKWD Electrician, is currently wiring for the drive.

##### **2. IFG/Chilco Reservoir**

Mr. Galante expanded on his meeting with Ryan Fobes of the Idaho Forest Group. Mr. Fobes feels IFG would be doing the community a service if they paid to have the reservoir built but does not want IFG to maintain it. Their discussions will continue.

##### **3. GIS Mapping Update**

Mr. Galante, Ms. Maiani, and staff from the District and Welch Comer, sat in on a webinar meeting with the CEO of GIS Direct. They were able to look at the product and discuss possible uses and costs. Mr. Galante discussed these options and costs with the Board in detail.

##### **4. Meter Upgrades**

Mr. Galante had met with Dan Messier, Waste Water Supervisor. They had discussed the costs of reading meters, the costs of purchasing enough radio read meters for the entire District and ways of paying for those meters. Mr. Galante presented this information to the Board. President Crimmins feels focus should be concentrated on the purchase of the radio-read meters. Director Stoller suggested that District staff change out ten non radio-read meters to radio-read meters each month.

Mr. Galante explained to the Board that the A24s used to connect ¾" meters to service connections will not be compliant with the no lead rules that will begin next summer. We will have to change our standard meter size to 1" meters because they do not need the A24s.

##### **5. Revised NKWSD Construction Standards**

Our construction standards are in need of revising. The standards will be a continued work in progress as upgrades to piping materials are continuously occurring.

#### **J. Board Members**

Director Stoller mentioned that the Board room is still in need of a desk for the Board members. She also suggested that work begin on the annual Health Insurance costs/issues. Mr. Galante said that at the moment, he is waiting to see how our Health insurance benefits will be affected by Obama-care.

Director Stoller reminded the Board that Mr. Galante's review would be coming up soon and they needed to work on that.

Director Omeroso wanted to see if it was possible for District staff to read the meters at Twin Lakes Golf Course throughout the winter. This is so sewer costs can be determined. Mr. Galante said staff would be able to do that.

**K. Adjournment**

There being no further business, the motion was made to adjourn.

Director Omerso – motion, Director Stoller – second.  
Motion approved.

Meeting adjourned at 3:15 p.m.

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Alanna Brooks  
Board Director/Secretary