

**North Kootenai Water District  
Board Meeting Minutes  
August 18, 2016**

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

There being a quorum, the meeting was called to order at 11:43 a.m. by President Crimmins.

Directors Present: Tom Crimmins, Director/President  
Fred Ogram, Director/Secretary (minutes recorder)  
Jack Hern, Director/Treasurer  
Curt Carney, Director  
Thomas Gwin, Director

Staff Present: Mike Galante, District Manager  
Brian Werst, District Attorney (Arrived at 12:11 p.m.)  
Necia Maiani, PE, District Engineer

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

None

**C. Consent Agenda**

1. Minutes of 08/04/16 Board Meeting
2. Financial Reports – July 2016

The motion was made to accept the Consent Agenda.

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

**D. Public Hearing**

1. Steele Family Trust Annexation

The public hearing opened at 11:44 a.m. There being no oral or written response, the public hearing closed at 11:45 a.m.

2. The Reserve at Twin Lakes Annexation

The public hearing opened at 11:45 a.m. There being no oral or written response, the public hearing closed at 11:46 a.m.

The motion was made to reopen the hearing for the Reserve at Twin Lakes at 12:16 p.m. and for it to remain open until the next Board meeting.

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

**E. Treasury Report**

Mr. Galante presented the July Treasury report.

**F. Employee Matters**

None

**G. Oral Communications**

None

**H. Written Communications**

None

**I. District Attorney – Brian Werst**

1. Executive Session

None

2. Diamond Bar Estates

Nothing new to report.

3. Order of Annexation – Steele Family Trust

The motion was made to approve Resolution 2016-06 for the annexation of the Steele Family Trust.

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

4. Order of Annexation – The Reserve at Twin Lakes

This was tabled until the next meeting.

5. Public Hearing Notice of Rates and Fees

The motion was made to approve the hearing date on rates and fees on September 15, 2016 at 12:30 p.m. and to have the notice published.

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

6. Public Hearing Notice of FY 2016-2017 Budget

The motion was made to approve the hearing date for the FY 2016-2017 Budget on September 15, 2016 at 12:30 p.m. and to have the notice published.

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

**J. District Engineer – Necia Maiani, PE**

1. Project Status Report

Ms. Maiani discussed the current status of projects (attached).

2. Moose Haven Estates

The District Manager provided a conditional will serve letter, with engineering review attached, to the owners at North Idaho Land Investments, LLC.

3. Talaway

The motion was made to accept the bid from Accelerate Construction in the amount of \$15,825.00, contingent on owner approval.

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

4. The Reserve at Twin Lakes

Discussed previously.

5. Bid Results – Lancaster Water Line

The motion was made to authorize payment in the amount of \$51,498.15 to Avondale Irrigation District for NKWSD's share of Avondale-Lancaster Project.

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

6. Rates & Fees Workshop

Discussed upcoming Fiscal Year rates and fees.

**K. District Manager – Mike Galante**

(You can find the District Manager's comments attached.)

1. System Operation Update

2. Bank Account Signature Changes

The motion was made to add Thomas Gwin as an authorized signatory on District bank accounts.

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

3. PERSI Summer Update Meeting

**L. Board Members**

None

**M. Adjournment**

There being no further business, the motion was made to adjourn at 4:27 p.m.

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

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

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Fred Ogram  
Director/Secretary



208-664-9382  
877-815-5672 (toll free)  
208-664-5946 (fax)  
350 E. Kathleen Avenue  
Coeur d'Alene, ID 83815

## Memorandum

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TO: North Kootenai Water District Board Members  
FROM: Necia Maiani, P.E.  
PRJ. #: 41125  
SUBJECT: Project Status Update  
DATE: August 17, 2016  
CC: Mike Galante, Brian Werst

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### Plan/Mitigation Reviews

#### *NI Land Investments-Task Order 16-04*

The review is complete and will be presented to the Board at Thursday's meeting.

#### *Smock Extension ("The Reserve at Twin Lakes") Task Order 16-09*

We are reviewing the proposed development, and it appears an additional source (well) will be required. We plan to present a DRAFT of the analysis with the Board at Thursday's meeting.

#### Taylaway Extension-Task Order 16-05

We sent the RFQ package to three contractors, with the bid opening date set for August 11<sup>th</sup>. No bids were submitted. We contacted all three contractors and have not heard back from two of them. The one that did respond said they are too busy to complete the work. We reached out to Accelerated Construction and they will provide a price to complete the work.

#### Covered Storage Site Plan-Task Order 16-03

We received approval from the City and the permit has been finalized.

### GIS

Nothing new to report.

### Water Rates/Cap Fee Update

#### *Cap Fees*

The updated cap fees will be presented at Thursday's workshop. The Hayden Haven Gem Shores.

#### *Water Rates*

The updated rates will be presented at Thursday's workshop.

Attachment

Manager's Agenda Comments  
NKWSD Board Meeting  
August 18, 2016  
11:30 AM, Welch Comer Engineers

K1. System Operation Update

At the current time all pumping systems and distribution systems are operating normally. We completely re-bedded filter bed #2 at Hayden Haven/Gem Shores and are still running to waste waiting for the bed to ripen.

K2. Bank Account Signature Changes

Mountain West Bank has provided new account signature forms. I will ask the Board for a motion to sign the new forms adding Thomas Gwin as an authorized signatory.

K3. PERSI Summer Update Meeting

On August 10<sup>th</sup>, I attended the PERSI Summer Update Meeting, hosted by Don Drum, PERSI executive director. A copy of the meeting summary was sent to you via email.

As of Wednesday morning, we have received no comments on either of the annexations proposed for the District.

Just a reminder: The Board meeting will begin at 11:30 AM at Welch Comer Engineers, 350 E. Kathleen Ave. CdA. Lunch will be provided.

Mike Galante, District Manager