

**North Kootenai Water District
Board Meeting Minutes
March 21, 2013**

A. Call to Order/Roll Call

Meeting called to order at 1:05 p.m. by President Crimmins.

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

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

Visitors: None

B. Consent Agenda

1. Minutes of 03/07/13 Board Meetings
2. Financial Statement

Director Stoller added some changes to the prepared minutes. The motion was made to approve the Consent Agenda with Director Stoller's changes.

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

C. Financial Report – Jim Omerso

Director Omerso went over the Financial Report noting that variable expenses were down and that collection for capitalization fees and hookup fees were up this year over last.

D. Oral Communications

Mr. Galante explained to the Board a conversation he had had with the manager of Hayden Lake Irrigation regarding their five year plan to cease irrigation water supply to a small area in Hayden. The District supplies this area with drinking water.

E. Written Communications

None

F. Employee Matters

None

G. District Attorney, Brian Werst

1. Executive Session

There was no need for an Executive Session

2. Bond Ordinance 2013-01 Chilco LID #3

There were some complications where IDEQ closed the loan too early. IDEQ is now requesting a formal loan increase. Ms. Maiani is sending this to them.

3. Bond Ordinance 2013-02 Chilco LID #4

The same complications with Bond Ordinance 2013-01 are also causing delays in Bond Ordinance 2013-02.

4. Resolution 2013-02 Cross Connection Control

The motion was made to accept Resolution 2013-02 for Cross Connection Control

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

5. City of Hayden – Boundaries, Notifications

Mr. Galante had sent a letter to the City of Hayden asking them to include the District as an interested party when receiving future requests for annexation into the City's boundaries.

There was some discussion over the City's future impact areas. The Board asked Mr. Galante to keep in touch with contractors who have previously spoken with him regarding future water development.

H. District Engineer – Necia Maiani, PE

1. Project Status Report

A memo was distributed prior to the meeting with the Project Status update. This memo can be viewed at the District office.

2. CIP Update

The February balance was updated. There were no changes on improvements.

3. GIS Update

Ms. Maiani reported the quotes received from Spatial Wave showing costs with and without the one call service. Welch Comer is working on what the costs would be to service Spatial Wave for the District and other interested parties.

4. District Standards

Welch Comer will submit a draft of the revised construction standards/drawings to Mike for review this month.

I. District Manager – Mike Galante

1. Public Hearing Date – 2013-2014 FY Budget

The motion was made to hold a Public Hearing on September 5, 2013 at 12:30 p.m., notifying the Kootenai County Clerk of our proposed FY 2014 Budget.

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

2. Public Hearing Date – Cap Fees, Rates & Fees

The motion was made to hold a Public Hearing for Capitalization Fees, Rates and Fees for April 18, 2013 at 12:30 p.m.

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

3. Ravenwood RV Resort – Annexation Petition Public Hearing

Mr. Galante received a request for service and a petition for annexation into the District's boundaries by Ravenwood RV Resort for their property located near Corbin Hill Estates and Pine Tree Ranch in Chilco. There was discussion over the number of equivalent dwelling units (ERs).

The motion was made to hold a Public Hearing for the annexation of the Ravenwood RV Resort located in Chilco for May 2, 2013 at 12:30 p.m.

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

4. GTE #2 Vandalism

Mr. Galante informed the Board of Directors of some vandalism that occurred to the GTE #2 building. The Board discussed the different options of installing a fence.

The motion was made to accept a bid from the Perimeter Fence Co. in the amount of \$8,750 for the GTE fence project.

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

5. Diesel Fire Pump – Sale

The motion was made to declare the old fire pump and diesel engine as surplus and have the manager sell as possible.

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

6. Board Desk Proposals

Mr. Galante received a bid from the Pioneer Woodworking in Rathdrum for an Alder desk in the amount of \$2389. The Board requested a sketch of the desk.

The motion was made to approve the bid from Pioneer Woodworking in the amount of \$2389 for a Board desk and authorize the manager to approve the contract subject to additional drawings.

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

J. Board Members

The motion was made to combine the two Board meetings into one for purposes of paying the Directors.

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

Director Hern announced that he would not be present for the April 4th meeting. Ms. Maiani said she would be out as well but that Karen Osterdock will be here in her place. Mr. Galante said he would not be present at the April 18th meeting.

K. Adjournment

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

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

Meeting adjourned at 2:24 p.m.

Alanna Brooks
Board Director/Secretary