

North Kootenai Water and Sewer District
Board Meeting Minutes
February 20, 2020

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
Thomas Gwin, Director/Treasurer (left at 1:40 p.m.)
Scott Shellman, Director/Secretary (minutes recorder)
Curt Carney, Director

Staff Present: Chris de Groot, District Manager
Necia Maiani, District Engineer
Jessie Camburn, Field Supervisor
Dave Duthie, Maintenance Supervisor

Excused: Brian Werst, District Attorney

B. Agenda Changes and/or Board Member Conflicts

The motion was made to amend Item I.4. Task Order 20-01 to 20-02.

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

C. Consent Agenda

1. Minutes of February 6, 2019
2. Financials for January 2020

The motion was made to approve the consent agenda.

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

D. Treasury Report – Chris de Groot

E. Employee Matters

F. Oral Communications

G. Written Communications

H. District Attorney – Brian Werst - Excused

I. District Engineer – Necia Maiani, PE

1. Project Status Update
2. Proposed Arrow Point Septic Tank Improvements
3. Proposed Gozzer Ranch Water System Improvements

4. Task Order 20-02 Clarkview Pumphouse Easement for \$4,700

The motion was made to accept Task Order 20-02 for Welch Comer to survey the Clarkview Pumphouse lot in the amount of \$4,700.

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

5. Capital Improvement Plan Forecast for FY 2020-21 through 2030-31

J. District Manager – Chris de Groot

1. System Operation Update

2. Approval of Expenditure - \$11,264.60 for Structural Modifications to the Front of District Offices by J and J

The motion was made to approve the expenditure of \$11,264.60 to J and J for the front office structural modifications.

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

3. Approval of Expenditure - \$6,186.00 for Three UV Sensors from Trojan UV for the Gozzer Wastewater Treatment Plant

The motion was made to approve the expenditure of \$6,186.00 to Trojan UV for UV sensors for the Gozzer Wastewater Treatment Plant.

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

4. Approval of Expenditure – \$7,800.00 for Rebuilding of Two Pumps for the Gozzer Wastewater Treatment Plant by Premier Electric Motors, Inc.

The motion was made to approve the expenditure of \$7,800.00 to Premier Electric for the rebuilding of two pumps for the Gozzer Wastewater Treatment Plant.

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

K. Board Members

1. Performance Evaluation for District Manager

The motion was to go into Executive Session under Idaho Code §74-206(1)(b) to evaluate an employee.

Director Carney – motion. Director Hern – second.

Roll Call Vote:

Ayes – Directors Carney, Crimmins, Hern, and Shellman

Nays - None

The Board of Directors went into Executive Session at 2:45 p.m. and were out at 3:00 p.m.

L. Adjournment

There being no further business, the motion was made to adjourn at 3:03 p.m.

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

Approved on _____.

Scott Shellman
Director/Secretary