

**North Kootenai Water and Sewer District  
Board Meeting Minutes  
May 21, 2020**

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

There being a quorum, the meeting was called to order at 12:35 p.m. by President Crimmins.

Directors Present: Tom Crimmins, Director/President  
Jack Hern, Director/Vice President  
Scott Shellman, Director/Secretary  
Curt Carney, Director

Staff Present: Jessie Camburn, District Manager  
Brian Werst, District Attorney  
Necia Maiani, P.E., District Engineer  
Ashley Williams, P.E., District Engineer  
Dave Duthie, Maintenance Supervisor  
Robin Potts, Administrative Analyst (minutes recorder)

Excused: Thomas Gwin, Director/Treasurer

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

**C. Consent Agenda**

1. Minutes of May 7, 2020
2. Financials for April 2020

The motion was made to approve the minutes and to hold the financials for the next Board meeting.

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

**D. Treasury Report: Robin Potts**

**E. Employee Matters**

**F. Oral Communications**

**G. Written Communications**

**H. District Attorney – Brian Werst**

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

1. Project Status Report
2. Gozzer Update
3. Budget Update

**J. District Manager – Jessie Camburn**

1. System Operation Update
2. Expenditure of \$9,076 to American Fence Company for New Fence at Finucane Pump House

The motion was made to approve the expenditure of \$9,076 to American Fence Company for replacement and removal of the fence at the Finucane pump house.

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

3. Executive Session – Idaho Code 74-206(1)(a and f)

The motion was made to go into Executive Session under Idaho Code 74-206(1)(a) to consider a new hire and 74-206(1)(f) to communicate with legal counsel on possible litigation.

Director Shellman – motion. Director Hern – second.  
Roll Call: Ayes – Directors Crimmins, Hern, Carney, and Shellman.  
Nays – None

Entered into Executive Session at 2:49 p.m. and were out at 3:31 p.m.

The motion was made to create a new position for a Senior Compliance Specialist and to seek a qualified applicant.

Director Carney – Motion. Director Hern – Second.  
Motion approved.

**K. Board Members**

**L. Adjournment**

There being no further business, the motion was made to adjourn at 3:31 p.m.

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

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

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Scott Shellman  
Director/Secretary