

**North Kootenai Water District
Board Meeting Minutes
May 16, 2019**

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
Thomas Gwin, Director (minutes recorder)
Curt Carney, Director (via phone at 12:30 p.m. and in person at 12:50 p.m.)
Scott Shellman, Director (arrived 12:33 p.m.)

Staff Present: Chris de Groot, District Manager
Brian Werst, District Attorney
Necia Maiani, PE, District Engineer
Dan Messier, Wastewater Supervisor
Dave Duthie, Operation Supervisor

Visitors: Wendy Cockrell, Shauna Miller

B. Selection of Secretary Pro Tem

Director Gwin was appointed Secretary Pro Tem.

C. Agenda Changes and/or Board Member Conflicts

None

D. Consent Agenda

1. Minutes of May 2, 2019
2. Financials – April 2019

The motion was made to approve the Consent Agenda.

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

E. Public Hearings

1. Hartman Annexation

The Public Hearing opened at 12:52. There was no written comments nor anyone present. The Public Hearing closed at 12:53.

2. Daum Construction LLC Annexation

The Public Hearing opened at 12:53. There was no written comments nor anyone present. The Public Hearing closed at 12:54.

F. Treasury Report – Chris de Groot

Mr. de Groot presented the Treasury Report for the month of April.

G. Employee Matters

None

H. Oral Communications

Shauna Miller and Wendy Cockrell spoke to the Board regarding mainline extension on Lancaster Rd.

I. Written Communications

J. District Attorney – Brian Werst

1. Resolution 2019-07 Hartman Annexation

The motion was made to approve Resolution 2019-07 for the annexation of the Hartman property.

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

2. Resolution 2019-08 Daum Construction LLC Annexation

The motion was made to approve Resolution 2019-08 for the Daum Construction LLC annexation.

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

K. District Engineer – Necia Maiani, PE

1. Project Status Report

2. Amendment 5 to Task Order 18-01 Twin Lakes Tree Farm #3

The motion was made to approve Amendment #5 to Task Order 18-01 for monument search and setting monument corners for Tree Farm well property in the amount of \$5,000.00.

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

3. Task Order 19-06 Gozzer Wastewater Treatment Plant Quality Assurance Project Plan Update

The motion was made to approve Task Order 19-06 for the update of the Quality Assurance Project Plan for the Gozzer wastewater treatment plant in the amount of \$1,500.00.

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

4. Task Order 19-07 System Impact Analysis for Church and School on E. Lancaster Rd.

The motion was made to approve Task Order 19-07 for the impact analysis for the church and school on Lancaster Rd. contingent on the developer paying a deposit of \$3,000.00.

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

L. District Manager – Chris de Groot

1. System Operation Update
2. Draft Budget for FY 2019-20
3. Warranty Bond/Irrevocable Letter of Credit Requirements for Water System Improvements.

M. Board Members

Discussed the reappointment of Thomas Gwin at the first June Board meeting.

N. Adjournment

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

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

Approved on _____.

Curt Carney
Director/Secretary Pro Tem