

**North Kootenai Water District  
Board Meeting Minutes  
January 3, 2013**

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

Meeting called to order at 12:32 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  
Necia Maiani, District Engineer  
Robin Potts, Accounts Specialist II

Excused: Brian Werst, District Attorney

Visitors: None

**B. Consent Agenda**

1. Minutes of 12/30/12 Board Meeting

Directors Stoller and Omerso had some changes to the 12/30/12 Board Meeting Minutes. The motion was made to approve the Consent Agenda with those changes.

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

**C. Annual Election of Officers**

The motion was made to run the current slate of officers for another year.

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

**D. Oral Communications**

Mr. Galante informed the Board that three Board members terms will be expiring, (Tom Crimmins, Jim Omerso, and Shirley Stoller). An election will be held in May. Those interested in running should file for candidacy by March 22<sup>nd</sup> before 5 p.m. The Board asked that an announcement be placed in the District's monthly newsletter.

**E. Written Communications**

Mr. Galante reported that he had sent response letters to Mr. Mohr of Blue Jay Court and Jerry Sebbey of the Carlin Bay Property Owners Association per the Board's previous request.

**F. Employee Matters**

Through the "Suggestion Box", a request had been made to ask the Board to keep the newly installed winter office hours as regular year round office hours. After discussion, the Board asked staff to put in the Newsletter that we are considering changing the office hours and to ask customers to comment.

**G. District Attorney, Brian Werst**

Excused

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

1. Project Status Report

There had been no response from Kent Merrick of Scarsella Brothers regarding Ms. Maiani's most recent letter to him. The Board asked Ms. Maiani to send another letter showing the costs that were accruing while the Chilco Project remained open. The letter should ask for a response by Scarsella Brothers by January 15.

Ms. Maiani reported that a draft of the intake improvements for the Gozzer raw water intake will be submitted to IDL sometime around January 11<sup>th</sup>.

2. Pay Request/Change Orders

None

3. HHGS – Cap Fee Calculation and Capacity Study

Welch Comer is gathering information required for the capitalization fee review. Ms. Maiani anticipates presenting the capitalization fee analysis to the Board in January.

4. Revised Construction Standards

Ms. Maiani reported that she and her colleagues are reviewing the proposed updated Safe Drinking Water Act rules regarding no-lead requirements for drinking water systems. They will be editing the construction standards to include these new requirements as well as other updates and anticipate submitting a draft for Mr. Galante's review in February.

**I. District Manager – Mike Galante**

1. Resolution 2013-01 Bylaws

The motion was made to adopt Resolution 2013-01 to rescind North Kootenai Water District's Bylaws.

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

2. Lancaster 3 VFD – Project Update

The Lancaster 3 VFD will be back on-line next week.

3. GIS Mapping Update

Mr. Galante spoke to the Board about information he had obtained from meetings with Geo-Spatial. He explained some of the things District staff would be doing on this project to keep costs down.

4. Valley Green – KEC Upgrade

Kootenai Electric Company (KEC) needs an easement from the District for upgrades they will be doing in the Valley Green system. In exchange, the District will be requesting electrical upgrades to the Valley Green pump house.

**J. Board Members**

Director Stoller suggested the Board members get their notes together in the next two weeks so they would be prepared to do Mr. Galante's annual evaluation.

**K. Adjournment**

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

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

Meeting adjourned at 2:02 p.m.

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Alanna Brooks  
Board Director/Secretary