

**North Kootenai Water District
Board Meeting Minutes
May 17, 2018**

A. Call to Order/Roll Call

There being a quorum, the meeting was called to order at 12:32 p.m. by Vice President Hern.

Directors Present: Jack Hern, Director/Vice President
Fred Ogram, Director/Secretary
Curt Carney, Director

Staff Present: Chris de Groot, District Manager
Brian Werst, District Attorney
Necia Maiani, PE, District Engineer
Robin Potts, Customer Specialist II (minutes recorder)

Excused: Tom Crimmins, Director/President
Thomas Gwin, Director/Treasurer

Visitor: Rob Lambert

B. Agenda Changes and/or Board Member Conflicts

None

C. Consent Agenda

1. Minutes of 5/3/18 Board Meeting
2. Financials – April 2018

The motion was made to approve the minutes of the 5/3/18 meeting and to hold the financials for the next meeting.

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

D. Treasury Report – Chris de Groot

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

E. Employee Matters

None

F. Oral Communications

Rob Lambert spoke with the Board regarding having access to water for acreage he is purchasing.

G. Written Communications

None

H. District Attorney – Brian Werst

1. Executive Session

The motion was made to go into Executive Session per Idaho Code 74-206 (1) (i) for possible litigation.

Director Carney – motion, Director Ogram – second.
Ayes – Directors Ogram, Carney, and Hern
Nays – None

Time into Executive Session – 1:05 p.m.
Time out of Executive Session – 1:37 p.m.

2. Set Public Hearing

The motion was made to set a Public Hearing for June 21, 2018 for the annexation of 19619 N Glacial Ridge Street in Hayden.

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

I. District Engineer – Necia Maiani, PE

1. Project Status Report

Comments on file.

2. Amendment to Task Order 18-03 - Packsaddle

The motion was made to amend Task Order 18-03 for analysis of installing submersible booster pumps for Upper Hayden Lake and Packsaddle booster stations, not to exceed \$4,500.

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

3. Amendment to Task Order 18-04 – Lancaster Survey

The motion was made to approve Task Order 18-04 for North Kootenai Water District and Avondale Irrigation District to split the funding of the legal description and topographic survey for the Lancaster transmission lines, not to exceed \$7,800.

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

4. New Task Order 18-05 – Deep Well Association Analysis

The motion was made to accept Task Order 18-05 in the amount of \$2,500 for the Deep Well Association analysis.

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

J. District Manager – Chris de Groot

1. System Operation Update

2. Leak Adjustments – Robin Potts

The motion was made to forgive \$890.00 of Sharon Bea Shults water bill due to a vandalism incident and the age, health and payment ability of the customer.

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

The motion was made to give a leak adjustment twice to customer Karol Shakman due to an outside water spigot incident that occurred over the winter.

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

3. Draft Budget for FY 2018-19

4. Potential Service to 15510 & 15518 Government Way

The Board requested Mr. de Groot update the RAFN and put together a will-serve letter.

5. Approval to Purchase Soft Starts with Integrated Sub Monitors

The motion was made to approve the purchase of two soft starts with integrated sub monitors for the Gozzer intake pumps in the amount of \$9,760.00.

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

6. Approval to Purchase 110 Replacement Water Meters

The motion was made authorize Mr. de Groot to purchase 110 replacement water meters with budgeted funds.

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

7. Alternate Method of Meter Reading

The motion was made to approve the purchase of two new scooters in the amount of \$6,920.

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

The Board directed Mr. de Groot to have the District staff wear helmets when riding the scooters and to establish a safety plan for the District.

8. MOU with Avondale Irrigation for Construction of Lancaster Main Extension

The motion was made to authorize Mr. de Groot to sign the MOU with Avondale Irrigation for construction of a main line extension on Lancaster Rd.

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

K. Board Members

None

L. Adjournment

There being no further business, the motion was made to adjourn at 3:05 p.m.

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

Approved on _____.

Fred Ogram
Director/Secretary