

**North Kootenai Water and Sewer District
Board Meeting Minutes
September 3, 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 (arrived at 12:35 p.m.)
Scott Shellman, Director/Secretary
Curt Carney, Director

Staff Present: Jessie Camburn, District Manager
Brian Werst, District Attorney
Necia Maiani, P.E., District Engineer
Suzanne Scheidt, Senior Compliance Specialist
Robin Potts, Administrative Analyst (minutes recorder)
Dina Van Gelder, Customer Service Specialist I

Excused: Thomas Gwin, Director/Treasurer

Visitors: Unidentified Caller

B. Agenda Changes and/or Board Member Conflicts

C. Consent Agenda

1. Minutes of August 20, 2020 Special Board Meeting
2. Minutes of August 20, 2020 Regular Meeting
3. Minutes of August 27, 2020 Special Board Meeting

The motion was made to accept the Consent Agenda.

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

D. Public Hearings

1. A & M Trust Annexation

The public hearing was opened at 12:33 p.m. There was no one from the public present and there was no written correspondence received. The public hearing closed at 12:34 p.m.

2. Northland Quality Homes Annexation

The public hearing was opened at 12:36 p.m. There was no one from the public present and there was no written correspondence received. The public hearing closed at 12:37 p.m.

3. Union Gospel Mission Annexation

The public hearing was opened at 12:38 p.m. There was no one from the public present and there was no written correspondence received. The public hearing closed at 12:39 p.m.

E. Employee Matters

F. Oral Communications

G. Written Communications

H. District Attorney – Brian Werst

1. Executive Session
2. Resolution 20-20 A & M Annexation

The motion was made to accept Resolutions 20-20, 20-21 and 20-22 for the A&M, Northland Quality Homes and Union Gospel Mission annexations.

Motion – Director Shellman. Second – Director Hern
Motion approved.

3. Resolution 20-21 Northland Quality Homes Annexation
4. Resolution 20-22 Union Gospel Mission Annexation

I. District Engineer – Necia Maiani, PE

1. Project Status Report
2. Rates and Budget Discussion

J. District Manager – Jessie Camburn

1. System Operation Update
2. CliftonLarsonAllen LLP Engagement Letter

The motion was made to give the ability to sign the CliftonLarsonAllen LLP engagement letter.

Motion – Director Shellman. Second – Director Hern
Motion approved.

3. Piper Placement Engagement Letter

The motion was made to approve Mr. Camburn signing the engagement letter with Piper & Sandler Company.

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

K. Board Members

L. Adjournment

There being no further business, the motion was made to adjourn at 2:33 p.m.

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

Approved on _____.

Scott Shellman
Director/Secretary