

**North Kootenai Water District
Board Meeting Minutes
October 18, 2018**

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 12:35 p.m.)
Thomas Gwin, Director/Treasurer
Curt Carney, Director (via phone)

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

Excused: Fred Ogram, Director/Secretary

B. Agenda Changes and/or Board Member Conflicts

The motion was made to adopt the amended agenda.

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

The motion was made to appoint Director Gwin as Secretary pro tem.

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

C. Consent Agenda

1. Minutes of September 27, 2018
2. Minutes of October 4, 2018
3. Financials – August 2018

The motion was made to accept the consent agenda.

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

D. Treasury Report – Chris de Groot

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

E. Public Hearings

1. New Fee and Fee Increases Greater than 5%

The Public Hearing opened at 12:37 p.m. There were no public comments. The Hearing closed at 12:38 p.m.

2. Rosenberger Trust Annexation

The Public Hearing opened at 12:38 p.m. There were no public comments. The Hearing recessed as of 12:39 p.m.

F. Employee Matters

None

G. Oral Communications

None

H. Written Communications

None

I. District Attorney – Brian Werst

1. Executive Session

None

2. Resolution 2018-20 New Fees and Fees in Excess of 5% Previously Charged

The motion was made to approve Resolution 2018-20.

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

3. Resolution 2018-21 Regarding Unauthorized Use

The motion was made to approve Resolution 2018-20.

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

4. Resolution 2018-22 Rosenberger Trust Annexation

This agenda item was put on hold.

J. District Engineer – Necia Maiani, PE

1. Project Status Report

2. S&L Underground Pay Request #4 Retainage Release and Change Order #2

The motion was made to approve Change Order #2 to S&L Underground in the amount of \$70,481.36.

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

The motion was made to approve Pay Request #4 to S&L Underground in the amount of \$17,327.54 as closing final payment.

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

3. Amendment #2 to Task Order 18-01 Twin Lakes Tree Farm Well #3 Design and Building

The motion was made to approve Amendment #2 to Task Order 18-01 in the amount of \$24,800.

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

K. District Manager – Chris de Groot

1. System Operation Update

2. Approval for \$6,473.50 to Rebuild the Engine of the District's 2006 Chevrolet Silverado 3500 1-Ton Pickup

The motion was made to approve the rebuild of the engine in the 2006 Chevrolet Silverado 1-ton pickup in the amount of \$6,473.50.

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

3. Cybersecurity Implications of Information Provided to Board Members

Discussed items that would represent a security risk if sent out via email.

L. Board Members

Mr. de Groot informed the Board that he had received DEQ approval of the plans for the mainline extension on Lancaster Rd.

M. Adjournment

There being no further business, the motion was made to adjourn at 1:22 p.m.

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

Approved on _____.

Fred Ogram
Director/Secretary