

**North Kootenai Water District
Board Meeting Minutes
April 20, 2017**

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, President
Jack Hern, Vice President (excused at 12:53 p.m.)
Thomas Gwin, Treasurer
Fred Ogram, Secretary (arrived at 12:33 p.m.)
Curt Carney, Director

Staff Present: Mike Galante, District Manager
Brian Werst, District Attorney
Necia Maiani, PE, District Engineer
Robin Potts, Customer Service Specialist II (minutes recorder)

B. Agenda Changes and/or Board Member Conflicts

None

C. Consent Agenda

1. Minutes of 04/06/17 Board Meeting
2. Financial Reports for March 2017

The motion was made to approve the Consent Agenda as written.

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

D. Treasury Report – Mike Galante

Mr. Galante presented the Treasury Report through March 30, 2017. Revenue is down due to the excessive rainfall in the area.

E. Employee Matters

None

F. Oral Communications

None

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)(c).

Director Gwin – motion. Director Carney – second.

Roll Call:
Ayes: Directors Carney, Crimmins, Gwin, and Ogram
Nays: None

Entered into Executive Session at 1:34 p.m. Out at 1:53 p.m.

I. District Engineer – Necia Maiani, PE

1. Project Status Report
 - a. Moose Haven mainline installed. The road bore will be happening on Monday.
 - b. Welch Comer continues to assist the District with the GIS project.
 - c. Notice of Award for the St. James project has been sent to Stewart Contracting.
2. Hillside Service Replacements - LHD
Discussed issues that had arisen with the project.

J. District Manager – Mike Galante

1. System Operation Update
Work continues on Finucane well. All other systems are operating normally.
2. May 4th Meeting – Change Date
The motion was made to cancel the May 4th Board meeting and just have one May meeting.
Director Carney – motion. Director Ogram – second.
Motion approved.
3. Jesse Freije – Minor Subdivision
The motion was made to give Mr. Galante permission to send a conditional will-serve letter for the subdivision of the Jesse Freije property.
Director Carney – motion. Director Ogram – second.
Motion approved.
4. Ranch Valley Well Site - Update
The motion was made to Quit Claim the property to Mr. Mitchell with a perpetual, transferrable, exclusive use easement for the District. Mr. Mitchell will pay for the survey and to have the well property fenced. Contingent upon Mr. Mitchell's agreement. The size of the well lot easement will include sufficient space for an alternate well site.
Director Carney – motion. Director Hern – second.
Motion approved.
5. CPR – 1st Aid Training
Mr. Galante invited the Board members to CPR training, which includes AED training, on May 10th at 9 a.m.

K. Board Members

1. Mission Statement

A change was made to the mission statement. Discussion will continue at the next meeting.

2. District Manager Job Description

The Board asked Mr. Galante to present them with a job description for his position by June.

L. Adjournment

There being no further business, the motion was made to adjourn at 2:23 p.m.

Director Carney – motion, Director Thomas – second.

Motion approved.

Approved on _____.

Fred Ogram
Director/Secretary