

**North Kootenai Water District  
Board Meeting Minutes  
February 16, 2012**

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

Meeting called to order at 12:30 p.m. by President Crimmins.

Present: Tom Crimmins, Director/President  
Shirley Stoller, Director/Vice President  
Alanna Brooks, Director/Secretary  
Jim Omerso, Director/Treasurer  
Jack Hern, Director

Staff Present: Mike Galante, District Manager  
Necia Maiani, District Engineer  
Robin Potts, Accounts Specialist

Excused: Brian Werst, District Attorney

Visitors: None

**B. Consent Agenda:**

1. Minutes of 02/02/12 Board Meeting

Motion was made to accept the minutes of the 02/02/12 meeting as written.

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

**C. Oral Communications:**

Mr. Galante announced that HB 396 was before the Legislature and asked the Board to go the website to show support for this bill.

**D. Written Communications:**

None

**E. Treasury Report – Jim Omerso**

Mr. Omerso reported that revenue is up 10% when compared to last year and expenses are down.

**F. Employee Matters:**

None

**G. District Attorney – Brian Werst:**

None

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

### 1. Project Status Report

Ms. Maiani reported that the Lancaster waterline is complete. She also reported that a punch list had been created for Chilco East after a walk through of that area had been completed with DEQ.

### 2. Pay Requests/Change Orders

#### a. Pay Request Lancaster Waterline Project

None

#### b. Change Order Lancaster Waterline Project

The change order is needed because of changes made in the field due to unknown field conditions.

The motion was made to approve Change Order #3 for the Lancaster Waterline Project for \$13,454.22 to L&L Cargile.

Director Stoller – motion, Director Hern – second.  
Motion approved unanimously.

#### c. Change Order Chilco East

None

### 3. Budget for Remaining Revenue Bond Projects

An audit of the Revenue Bond finances is being done by Welch Comer. The results will be brought back to the Board. At that time, the remaining Revenue Bond Projects will be decided.

The Board also discussed the more current project of pipe replacement on Eastshore Drive.

### 4. Chilco West – LID 4

Ms. Maiani announced the advertisement of the bid opening for Chilco West was on Tuesday. There were several interested parties. The bids will be brought to the Board on March 1<sup>st</sup>.

Also, letters went out to customers to see where they want their services installed and who wants the District to install those service lines. Additional letters will be going out to those that didn't respond.

### 5. Rimrock Pressure Zone Investigation

This investigation has been put on hold due to the weather.

## **I. District Manager – Mike Galante**

### 1. Water Rights/IDWR

Mr. Galante had discussions with Chris Myer of Givens-Pursley regarding water rights issues the District is having with Idaho Department of Water Rights (IDWR).

The motion was made to obtain Givens-Pursley as legal counsel to help the District with the water rights issues with IDWR.

Director Hern – motion, Director Omeroso – second.  
Motion approved unanimously.

2. ITD/Chilco North Waterline

Mr. Galante announced that the District is waiting to receive a bill from the Idaho Dept. of Transportation (ITD) for work on this project.

3. NKWD Listing Agreement

The District property has been listed with Century 21 for \$325,000. There is a showing on Friday morning. This particular buyer is not part of the listing agreement if they purchase before the end of February.

4. Office Property Acquisition

a. Mountain West Bank Interim Financing

Next week an audit will be complete and in our hands. Mountain West Bank will loan short term in the low 3% range.

Motion was made to authorize Mr. Galante to take necessary steps to acquire short term financing to purchase the new office facility.

Director Hern – motion, Director Stoller – second.  
Motion approved unanimously.

b. Office/Shop/Yard Cleanup

Mr. Galante announced that the yard had been cleaned up and the logs had been hauled off.

5. Employee Reviews

Mr. Galante reported that all employee reviews had been completed on time as stipulated by the Board.

6. Other Interests

a. All radio towers were tested. All tests were positive.

b. Budget Billing

Mr. Galante discussed the possibility of beginning a budget billing program for our customers. Board members agreed this would be good for our customers and for the District.

**J. Board Members:**

Director Hern made the motion to enter into Executive Session under Idaho Code 672345(f) for personnel. The motion was seconded by Director Stoller.

Roll Call Vote: Ayes – Directors Brooks, Stoller, Omeroso, Hern and Crimmins  
Nays – None

The Board members entered into Executive Session at 2:45 p.m. and were out at 3:34 p.m.

**K. Adjournment:**

Motion was made to adjourn the meeting.

Director Hern – motion, Director Omeroso – second.  
Motion approved unanimously.

Meeting adjourned at 3:35 p.m.

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Alanna Brooks  
Secretary