

**North Kootenai Water District
Board Meeting Minutes
March 7, 2013**

A. Call to Order/Roll Call

Meeting called to order at 12:35 p.m. by President Crimmins.

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

Staff Present: Mike Galante, District Manager
Necia Maiani, District Engineer
Robin Potts, Customer Service Specialist II

Excused: Brian Werst, District Attorney

Visitors: None

B. Consent Agenda

1. Minutes of 02/21/13 Board Meeting

The motion was made to approve the Consent Agenda.

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

C. Oral Communications

None

D. Written Communications

Mr. Galante had a copy of a letter from the City of Hayden that had been sent out to utility companies, etc. in the area with the exception of North Kootenai Water District. The letter was regarding a property on Lancaster Road west of Highway 95 requesting annexation into the City of Hayden. (A copy of the letter is an attachment to these minutes.)

The motion was made to have Brian Werst look at Idaho Code relative to contiguous and noncontiguous city annexations and to obtain the City of Hayden's service policies.

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

E. Employee Matters

None

F. District Attorney, Brian Werst

Excused

G. District Engineer – Necia Maiani, PE

1. Project Status Report

A memo was distributed prior to the meeting with the Project Status update. This memo can be viewed at the District office.

2. CIP Update

Capital Improvements slated for 2012/2013 include Lower Hayden Lake Road casing; hot tar roofs at Finucane Well, Hayden Well 1, and Tree Farm Well; putting in waterline from Starling Meadows to Avon Circle; Chilco Valve Cluster Extension; replacing flow meters with SCADA panel at Mountain View Terrace, etc. The entire 10 year Capital Improvement Plan can be viewed at the District Office.

3. GIS Update

Mike Galante, Necia Maiani, and Ashley Williams participated in a conference call with Spatial Wave on March 5 to discuss hosting requirements and details of the estimated software program cost.

4. Task Order 13-02 – Starling Meadows to Avon Circle Waterline Extension

Five hundred feet of pipe will be installed from Starling Meadows to Avon Circle. The motion was made to approve Task Order 13-02, as drafted, in the amount of \$7300.

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

H. District Manager – Mike Galante

1. Executive Session

None

2. Mountain View Terrace CIP

Mr. Galante demonstrated to the Board the difficulties of reading the old, fogged over meters at Mountain View Terrace. After some discussion, the motion was made to replace the meters at Mountain View Terrace with new, radio-read meters at a cost of \$47,000.

Director Stoller – motion. Director Omeroso – second.
Motion approved.

3. Cross Connection Control Update

Computer technicians at BillMaster and Tokay are working to build the District's Tokay software. Mike Galante, Jessie Camburn and Robin Potts attended a meeting in Spokane a week ago. The goal is to have Tokay on our computers by April 1.

4. Audit

Magnuson, McHugh & Co. went over their contracted amount for the District's audit. This was possibly due to the real estate purchase and sale, and the local improvement districts formed in Chilco. They are requesting additional compensation for half of their overage.

The motion was made to accept the FY2012 Audit by Magnuson, McHugh & Co.

Director Omeroso – motion. Director Brooks – second.
Motion approved.

The motion was made to accept the additional compensation requested by the auditors in the amount of \$3,750 for unanticipated, additional work on the FY 2012 audit.

Director Omeroso – motion. Director Hern – second.
Motion approved with four Board members in favor and one against.

I. Board Members

The motion was made to have today's two Board meetings be paid to the Directors as one meeting.

Director Brooks – motion. Director Omerso – second.
Motion approved.

Discussion was held on the purchase of a desk for the Board room. The Board members requested Mr. Galante obtain a bid from a second builder for the board room desk.

J. Adjournment

There being no further business, the motion was made to adjourn.

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

Meeting adjourned at 2:27 p.m.

Alanna Brooks
Board Director/Secretary