

**North Kootenai Water District
Board Meeting Minutes
October 17, 2013**

A. Call to Order/Roll Call

Meeting called to order at 12:28 p.m. by President Crimmins.

Present: Tom Crimmins, Director/President
Jack Hern, Director, Treasurer
Alanna Brooks, Director/Secretary
Curt Carney, Director

Staff Present: Necia Maiani, District Engineer
Brian Werst, District Attorney - Joined meeting from 1:05 p.m. – 1:15 p.m.
via phone
Dan Messier, Waste Water Field Supervisor
Brad White, Water Field Supervisor
Robin Potts, Customer Service Specialist II

Excused: Shirley Stoller, Director/Vice President
Mike Galante, District Manager

Visitors: Jim McPhilomy
Derek MacCracken

B. Consent Agenda

1. Minutes of 09/19/13 Board Meeting
2. Financials – August
3. Financials - September

The motion was made to accept the 9/19/13 Board Meeting Minutes and the Financials for August and September.

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

C. Treasury Report – Necia Maiani

The 2013 variable expenses were up 26%. This reflects the projects from the year. The fixed expenses were 2% over budget. Revenue was over budget and higher than last year. There was \$492,000 in reserves.

D. Employee Matters

None

E. Oral Communications

Jim McPhilomy and Derek MacCracken came to the meeting representing Gozzer Ranch. They requested the Board to reconsider the current fee structure for Gozzer Ranch and Arrow Point. President Crimmins requested Ms. Maiani to review and bring the costs of this possible Task Order back to the Board. The Board would then inform Mr. McPhilomy and Mr. MacCracken of these costs and see if they want to proceed.

F. Written Communications

Mr. John Loeffler sent a letter to the Board requesting he be able to remove a meter he wasn't using so he wouldn't be billed a monthly fee, but to be able to re-install a meter in the future for less than the cap and hookup fees of that time. After discussion the Board decided to stay with the current policy. They will have Mr. Galante send a letter of response to Mr. Loeffler.

G. District Attorney, Brian Werst

Mr. Werst called in to explain the lease agreement for the purchase of a vac truck.

H. District Engineer – Necia Maiani, PE

1. Project Status Report

- a. The City of St. Maries is reviewing the Sludge Report.
- b. Additional boring on St. James has been completed. Lakes Highway District has proposed milling of the asphalt incorporated with the existing base. This option would cost \$40,000 less than the original option.

2. CIP Update

Changes to the Capitalization Improvement Plan were made due to the vac truck costing less than the budgeted amount and the Chilco Valve Cluster Extension/Leak Detection Project being moved to FY 2013-2014

I. District Manager – Mike Galante

Excused

J. Board Members

1. Resolution 2013-13 Lease Agreement

The motion was made to approve Resolution 2013-13 which is the acceptance of the Lease Agreement for the new vac truck.

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

2. Lease Documents

The Lease Agreement documents were signed by Directors Crimmins and Brooks.

K. Adjournment

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

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

Meeting adjourned at 1:46 p.m.

Alanna Brooks
Board Director/Secretary