

Minutes  
NKWSD Board of Directors Strategic Planning Workshop  
February 10, 2017

Dr. Mark Solomon, IWRRI, meeting facilitation

Call to Order: Chairman Tom Crimmins called the meeting to order at 11:02 AM.  
In Attendance: Tom Crimmins, Chairman, Jack Hern Vice Chair, Fred Ogram, Secretary, Thomas Gwin, Treasurer, and Curt Carney, board member. District Manager, Mike Galante, and District Engineer, Necia Maiani.

Mark Solomon completed introductions and welcome and asked the Board Members if they had any changes to the agenda as written. No changes, the agenda stood as written. The current Mission Statement was discussed briefly, and Mark indicated that we'd come back to it.

Mark Solomon got started with the Actual State of Things: Rathdrum Prairie Aquifer Status, Future Demand and RAFN's. The Aquifer is not in short supply for water, and the future demand is well within the limits of the Aquifer. The major effect of pumping is on the Spokane River and this impact takes place in Washington.

Maps of the Aquifer, the District, and other public water purveyors were used to illustrate where the various entities are located and also the future demand areas of those entities. These maps were GIS, created by our engineering firm Welch Comer Engineers.

With the visual aid of the maps, and a radius of 10 miles centered on the District Office, the Board was able to see that the current service area (less Gozzer Ranch) is within that 10 mile boundary.

It was determined during the discussion that it was not feasible for NKWSD to provide service to Valiant Idaho, a development near Hope. Valiant Idaho has approached the District for ownership and operation of their water and sewer system.

Current and future NKWSD Service Areas were discussed. The Board came to the conclusion that our future planning area should include up to the Kootenai County Line to the north, and the Aquifer boundary on the east and west. Areas off the Aquifer could be served, but only with Aquifer wells.

As for existing and future service areas, the Board agreed on a "Check List" of items for all new applications for our services. This Check List is the first step in determining whether the applicant could receive service or not.

Other ideas of connecting the District existing service areas were briefly discussed. An existing purveyor that had a system that could easily connect to NKWSD would be attractive to the Board.

By limiting the future planning area the Board feels that we can best utilize our existing staff and physical resources (equipment, response time, etc.) to provide a good level of customer service to those that we serve.

It was determined during the discussion that expansion of the existing service areas would likely require the addition to our water rights. Not only water rights, but wells and distribution systems would also be necessary. The Board feels that its current policy of upsizing new mains where they can potentially benefit existing and new constituents is a good policy.

The “How do we get there?” question was posed looking ahead to the next 10 years. The discussion centered on annexation of existing water systems, and expansion of our existing service areas. The Check List is one item that came into play for this. What needs for infrastructure (wells, mains, reservoirs, etc.) and what human resources are needed? As we expand, more infrastructure is needed. More staffing will also be needed as the area served is expanded.

Human Recourses: Manager’s succession planning. Mark addressed the fact that the Board should be planning on Mike’s replacement when he retires. Mike announced that his intended retirement date is April of 2018. Mark assisted the Board in determining the time line for the steps to secure a new manager.

Time line for the hiring process: Mid July 2017, advertise the position. Mid-September closing date for applicants. September 18 - October 5, narrow the list of applicants. Oct. 6-31 phone interviews. Create a short list for in person interviews. November 15<sup>th</sup>, Hire Date Target. January 2<sup>nd</sup> 2018 Target Start Date.

Review the Mission Statement. This needs further refinement by the Board members.

Adjourn: 2:32 PM.

Approved on \_\_\_\_\_

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Fred Ogram  
Board Director/Secretary