

**North Kootenai Water District  
Board Meeting Minutes  
July 6, 2017**

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

There being a quorum, the meeting was called to order at 12:32 p.m. by President Crimmins.

Directors Present: Tom Crimmins, Director/President  
Jack Hern, Director/Vice President  
Fred Ogram, Director/Secretary  
Curt Carney, Director (via phone)

Staff Present: Mike Galante, District Manager  
Robin Potts, Customer Service Specialist II (minutes recorder)

Excused: Thomas Gwin, Director/Treasurer  
Brian Werst, District Attorney  
Necia Maiani, PE, District Engineer

**B. Oath of Office**

**C. Agenda Changes and/or Board Member Conflicts**

Item B. Oath of Office was scratched from the agenda.

**D. Consent Agenda**

1. Minutes of 06/15/17 Board Meeting
2. Financials for May 2017

The motion was made to approve the minutes of the June 15<sup>th</sup> Board meeting but to move the Financials to the next meeting.

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

**E. Employee Matters**

None

**F. Oral Communications**

None

**G. Written Communications**

A letter was received from a customer requesting an additional adjustment to their account for a leak that had occurred. The Board felt like the normal leak policy adjustment was enough under the circumstances presented.

**H. District Attorney – Brian Werst**

Excused

**I. District Engineer – Necia Maiani, PE**

Excused

**J. District Manager – Mike Galante**

1. System Operation Update

A well pump failure had occurred and has been repaired at East Seasons Acres. Carpenter Drilling did not start at Finucane well as had been planned.

2. Records Retention Policy - Implementation

This item was moved to the next meeting.

3. Job Description, Advertisement – Manager’s Position

Some edits were made to the advertisement that was presented to the Board. Mr. Galante will bring a revised copy to the Board at the next meeting.

4. Seal Coating Parking Lot

The motion was made approve the bid from JP Sealcoat and Stripe for the District office parking lot, in the amount of \$3,983.13.

Motion – Director Ogram. Second – Director Hern.  
Motion approved.

5. Phone Company Change Over

The phones are scheduled to be turned over to Spectrum from Frontier tomorrow.

**K. Board Members**

None

**L. Adjournment**

There being no further business, the motion was made to adjourn at 1:18 p.m.

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

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

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Fred Ogram  
Director/Secretary