

**North Kootenai Water District
Board Meeting Minutes
August 16, 2018**

A. Call to Order/Roll Call

There being a quorum, the meeting was called to order at 11:19 a.m. by Vice President Hern.

Directors Present: Jack Hern, Director/Vice President
Thomas Gwin, Director/Treasurer
Fred Ogram, Director/Secretary (arrived 11:30 a.m.)
Curt Carney, Director

Staff Present: Chris de Groot, District Manager
Brian Werst, District Attorney (by phone)
Necia Maiani, PE, District Engineer
Dan Messier, Waste Water Supervisor
Robin Potts, Customer Specialist II (minutes recorder)

Excused: Tom Crimmins, Director/President

B. Agenda Changes and/or Board Member Conflicts

None

C. Consent Agenda

1. Minutes of July 19th
2. Financials – July 2018

The motion was made to accept the Consent Agenda.

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

D. Treasury Report – Chris de Groot

Mr. de Groot gave the Treasury Report for the month of July.

E. Employee Matters

None

F. Oral Communications

None

G. Written Communications

Written communications included will serve letters for a Roundy Road property and a property at English Point, and a request for year round service at Channel Lane.

H. District Attorney – Brian Werst – 11:30 Call In

I. District Engineer – Necia Maiani, PE

1. Project Status Report
2. Task Order 18-01 Amendment 1: Tree Farm Well #3 Electrical Sub-Consultant

The motion was made to approve the use of AEI for the electrical design of Tree Farm Well #3 in the amount of \$12,300.

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

3. Task Order 18-06 Gozzer Ranch

The motion was made to approve Task Order 18-06 to report on the normal use of the emergency bypass pond for DEQ in the amount of \$6,250.

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

J. District Manager – Chris de Groot

1. System Operation Update

Mr. de Groot discussed the current status of the District including Valley Green well house building improvements and East Seasons water issues.

2. Pump for Hillside Main Booster Pump Station

The motion was made to authorize the purchase of a pump for the Hillside Main Booster Pump Station in the amount of \$7,106.00.

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

3. Purchase Six Replacement Turbidity Meters for Gozzer Water Treatment Plant

The motion was made to allow the purchase of six replacement turbidity meters for the Gozzer Water Treatment plant in the amount of \$19,794.60.

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

4. Upgrade of SCADA System Computer and SCADA Software Update

The motion was made to approve the upgrade of the SCADA System computer and SCADA software in the amount of \$9,987.20 to Bigfoot Technical Services.

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

5. Approval to Retain Magnuson, McHugh & Co. P.A. to Conduct the Annual Financial Audit of the District

The motion was made to approve Mr. de Groot to acquire Magnuson, McHugh & Co. P.A. to conduct the annual audit not to exceed \$10,000.

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

6. Requests for Annexation; Gerig TBD Rimrock Road Hayden, and Ridgewell 5185 W Rhodes Ct Rathdrum.

The public hearings for two annexations will take place at the District office at the September 6th Board meeting.

7. Request from Del Kerr regarding Joint Easement with Avondale Irrigation on W Lancaster Rd

The request from Del Kerr for four free hookups in exchange for an easement on his property, was discussed. The Board decided not to proceed with construction at this time and to explore all the District's options for future construction.

8. Pay Request #2 to S&L Underground, Hillside Services for \$134,301.08.

The motion was made to approve Pay Request #2 to S&L Underground for the Hillside Services project in the amount of \$134,301.08.

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

K. Board Members

The need for two Board meetings per month was discussed.

L. Recess – Lunch

Workshop – Rates, Fees, Fiscal Year 2018-2019 Budget

M. Cap Fees, Main System, Hayden Haven/Gem Shores, Gozzer Ranch

1. Historical Basis for Determining Capitalization Fees

N. System Access Fees – Main System, Hayden Haven/Gem Shores, Gozzer Ranch

O. Water Rates – Main System, Hayden Haven/Gem Shores, Gozzer Ranch

P. Budget Fiscal Year 2018-2019

Q. Adjournment

There being no further business, the motion was made to adjourn at 3:43 p.m.

Director Carney – motion, Director Gwin – second. Motion approved.

Approved on _____.

Fred Ogram
Director/Secretary