

**North Kootenai Water District  
Board Meeting Minutes  
September 20, 2018**

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

There being a quorum, the meeting was called to order at 12:30 p.m. by President Crimmins.

Directors Present: Tom Crimmins, Director/President  
Jack Hern, Director/Vice President (arrived 12:34 p.m., departed 2:02 p.m.)  
Thomas Gwin, Director/Treasurer  
Curt Carney, Director (via phone)

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

Excused: Fred Ogram, Director/Secretary

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

The motion was made to appoint Director Gwin as Secretary pro tem.

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

**C. Consent Agenda**

1. Minutes of September 6, 2018
2. Financials – August 2018

The motion was made to accept the Minutes of September 6 and the Financials for August.

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

**D. Public Hearing – Budget for Fiscal Year 2018-19**

The Public Hearing opened at 12:33 p.m. There were no public comments. The Hearing closed at 12:34 p.m.

**E. Treasury Report – Chris de Groot**

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

**F. Presentation – Proposed Fee Increases**

1. Fee For Unauthorized use of Water
2. Annexation Fee
3. Hydrant Meter Deposit

**G. Employee Matters**

None

**H. Oral Communications**

None

**I. Written Communications**

None

**J. District Attorney – Brian Werst**

1. Executive Session

None

2. Resolution 2018-15 Adopting Budget for FY 2018-19

The motion was made to approve Resolution 2018-15 for adopting the Budget for FY 2019.

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

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

1. Project Status Report

2. Award of Bid – Tree Farm Well #3

The motion was made to accept the bid from O’Keefe Drilling, for Tree Farm Well #3, in the amount of \$113,937.00.

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

3. Pay Request #3 for S&L Underground for Work Performed on Hillside Service Replacement

The motion was made to authorize payment for Pay Request #3 to S&L Underground, in the amount of \$3,592.97 for Hillside service replacements.

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

4. Deep Well Association Update

**L. District Manager – Chris de Groot**

1. System Operation Update

2. Idaho State Cost of Living Increase

The Board held this until the next meeting and asked staff to have this as a standard agenda item until they had the Governor’s recommendations for the state’s COLA increase.

3. Easement for Avondale Irrigation Across District Property at Lancaster Well Site

The motion was made to have Mr. de Groot sign the agreement to grant Avondale Irrigation an easement across District property at the Lancaster Well site.

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

4. Claim for \$3,498.52 for 6809 Turkey Trot Trail at Gozzer Ranch

The motion was made to authorize payment of claim, in the amount of \$3,498.52, for 6809 Turkey Trot Trail.

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

**M. Board Members**

The motion was made to set a special Board meeting for next Thursday, September 27, 2018.

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

**N. Adjournment**

There being no further business, the motion was made to adjourn at 2:08 p.m.

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

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

\_\_\_\_\_  
Fred Ogram  
Director/Secretary