

**North Kootenai Water District  
Board Meeting Minutes  
September 5, 2019**

**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  
Thomas Gwin, Director/Treasurer  
Scott Shellman/Secretary, Director  
Curt Carney, Director (via phone)

Staff Present: Chris de Groot, District Manager  
Brian Werst, District Attorney  
Laura McAloon, District Bond Attorney  
Necia Maiani, PE, District Engineer  
Dan Messier, Wastewater Supervisor  
Debbie Wilson, Office Supervisor  
Dave Duthie, Operations Supervisor  
Robin Potts, Customer Service Specialist III (minutes recorder)

Visitor: Eric Bogdanowicz

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

**C. Consent Agenda**

1. Minutes of August 15, 2019
2. Financials July 2019

The motion was made to pass last meeting's minutes and financial reports.

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

**D. Public Hearings**

1. Brian and Nikole Eiter Trust Annexation

The public hearing opened at 12:35 p.m. There was no one present and there were no written comments. The public hearing closed at 12:37 p.m.

2. Gerald and Sara Dagleish Annexation

The public hearing opened at 12:37 p.m. There was no one present and there were no written comments. The public hearing closed at 12:38 p.m.

**E. Employee Matters**

**F. Oral Communications**

Eric Bogdanowicz spoke to the Board regarding a new commercial property in Hayden.

## **G. Written Communications**

Mr. de Groot presented letters that were scheduled to go to customers in East Seasons Acres and Gozzer Ranch, regarding new rates. The Board directed staff to send out the letters.

## **H. Bond Counsel – Laura McAloon**

1. Bond Resolution and Purchase Agreement
2. Resolution 19-20 - A RESOLUTION of the North Kootenai Water District, Kootenai County, Idaho, authorizing the issuance and sale of the District's Water Revenue Refunding Bond, 2019, in the principal amount of \$4,275,215, to provide the funds necessary to refund the District's Water Revenue and Refunding Bond, 2009; providing for the redemption of the outstanding bonds to be refunded; fixing the form, covenants and terms of the bond to be issued; and providing for other matters relating thereto.

The motion was made to approve Resolution 19-20.

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

## **I. District Attorney – Brian Werst**

1. Executive Session  
None
2. Resolution 2019-21 Brian and Nikole Eiter Annexation
3. Resolution 2019-22 Gerald and Sara Dalglish Annexation

The motion was made to approve Resolutions 2019-21 Brian and Nikole Eiter Annexation and 2019-22 Gerald and Sara Dalglish Annexation.

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

## **J. District Engineer – Necia Maiani, PE**

1. Project Status Report
2. Acceptance of Bid for Twin Lakes Water Main Replacement

The motion was made to accept the bid from Earthworks Northwest for the Twin Lakes water main replacement in the amount of \$76,139.00 plus a 20% contingency.

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

3. Draft FY 2019/20 Budgets, Rates and Fees Update

## **K. District Manager – Chris de Groot**

1. System Operation Update
2. Trans Lake Water Main Policy Discussion

3. Public Outreach Prior to September 19, 2019 Budget and Rate Hearing
4. Proposed Fire Service Installation Fee for Gozzer Ranch
5. Idaho State Cost of Living Increase

The motion was made to approve a 2% cost of living raise for employees effective October 5, 2019.

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

6. Tour of District Facilities

The Board of Directors will tour the District facilities on October 10, 2019.

**L. Board Members**

**M. Adjournment**

There being no further business, the motion was made to adjourn at 3:21 p.m.

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

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

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Scott Shellman  
Director/Secretary