

**North Kootenai Water and Sewer District
Board Meeting Minutes
May 4, 2023**

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
Thomas Gwin, Director/Treasurer
Curt Carney, Director/Secretary (minutes recorder)
Scott Shellman, Director

Directors Excused: Jack Hern, Director/Vice President

Staff Present: Suzanne Scheidt, Chief Operating Officer
Brian Werst, Attorney

Staff Excused: Paul Tucker, District Manager – attending training

Visitor: Barb Neal, Geoff Harvey

B. Agenda Changes and/or Board Member Conflicts

None

C. Consent Agenda

1. Minutes of April 20, 2023

The motion was made to approve the consent agenda as written.

Motion – Director Carney. Second – Director Shellman.
Motion approved.

D. Public Hearing

1. R&R Smith Properties LLC Annexation

The public hearing opened at 12:42 p.m. There was no one present and no written communications. It closed at 12:43 p.m.

E. Employee Matters

None

F. Oral Communication

Ms. Barb Neal presented a public records request to the Board of Directors for a copy of the maintenance log and flow check records for fire hydrant #1266 located near the intersection of Half Mile Lane and Upper Hayden Lake Road. Ms. Neal also verbally inquired as to the Board of Directors' end dates of terms of service.

Dr. Geoff Harvey verbally requested additional information on the maintenance of fire hydrants in the vicinity of 5925 E Hayden Lake Road.

G. Written Communication

None

H. District Engineer – Excused

I. District Attorney – Brian Werst

1. Resolution 23-03 R&R Smith Properties LLC Annexation

Motion to approve Resolution 23-06 for the R&R Smith Properties LLC Annexation.

Motion – Director Gwin. Second -Director Shellman

Abstained – Director Carney

Motion approved.

2. Executive Session – None

J. Chief Operating Officer – Suzanne Scheidt

1. Rates and Fees Resolution 23-07

Motion to approve Resolution 23-07 update in District definition of the equivalent residential unit, District Rates and Fees.

Motion – Director Shellman. Second -Director Carney

Motion approved.

2. Expenditure Request – Trimble GNSS Unit

Motion to purchase Trimble GNSS Unit as per the FY22/23 Capital Improvement Plan not to exceed \$16,000.

Motion – Director Gwin. Second – Director Carney.
Motion approved.

3. System Operation Update

A motion was made to cancel the June 1st Board meeting.

Motion – Director Shellman. Second – Director Carney.
Motion approved.

K. Board Members

None

L. Adjournment

There being no further business, the motion was made to adjourn at 1:56 p.m.

Motion – Director Gwin. Second – Director Carney.
Motion approved.

Approved on _____

Curt Carney, Director/Secretary