

**North Kootenai Water and Sewer District
Board Meeting Minutes
October 5, 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
Jack Hern, Director/Vice President
Thomas Gwin, Director/Treasurer
Curt Carney, Director/Secretary (minutes recorder)

Directors Excused: Scott Shellman, Director

Staff Present: Paul Tucker, District Manager
Suzanne Scheidt, Chief Operating Officer
Brian Werst, District Attorney

B. Agenda Changes and/or Board Member Conflicts

None

C. Consent Agenda

1. Minutes of September 21, 2023

The motion was made to approve the September 21, 2023, minutes.

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

D. Public Hearing

None

E. Oral Communication

None

F. Written Communication

None

G. District Engineer – Excused

H. District Attorney – Brian Werst

Executive Session as per IC 74-206(f) and IC 74-206(i)

Motion to go into executive session – Director Hern. Second – Director Gwin.
Motion approved.

Time into session: 12:34 pm. Time out of session: 1:11 pm

I. District Manager, Paul Tucker and Chief Operating Officer, Suzanne Scheidt

1. System Operation Update – Discussion
2. FY23/24 Capital Improvement Plan Development - Discussion
3. Badger Service Meter Expenditure Request – Discussion/Action Item
4. Sole Source Procurement, Badger AMI Service Meters – Discussion/Action Item

Motion to authorize the purchase of 500 Badger AMI service meters, not to exceed \$175,000, under continuous sole source procurement.

Motion – Director Gwin. Second – Director Hern
Motion approved.

J. Board Members

None

K. Adjournment

There being no further business, the motion was made to adjourn at 2:09 p.m.

Motion – Director Gwin. Second – Director Hern.
Motion approved.

Approved on _____

Curt Carney, Director/Secretary