

**North Kootenai Water and Sewer District**  
**Board Meeting Minutes**  
**December 21, 2023 – 12:30 pm**

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

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

Directors Present: Tom Crimmins, Director/Chairman  
Jack Hern, Director/Vice President  
Curt Carney, Director/Secretary (minutes recorder)  
Scott Shellman, Director  
Thomas Gwin, Director/Treasurer

Staff Present: Paul Tucker, District Manager  
Suzanne Scheidt, Chief Operating Officer  
Ashley Williams, District Engineer

Visitor Present:

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

None

**C. Consent Agenda**

1. Minutes of December 7, 2023
2. Approval of November Financial Reports

The motion was brought forward to approve the minutes of the December 7<sup>th</sup> meeting and November Financial Reports.

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

**D. Public Hearings**

None

**E. Oral Communication**

None

**F. Written Communication**

None

**G. District Engineer – excused**

**H. District Attorney – excused**

**I. Suzanne Scheidt – Chief Operating Officer**

1. November Financial Report
2. Revenue Bond Proceeds to ICS Account (Discussion/Action Item)

The motion was brought forward to open an ICS Accounts at 2.24% interest and transfer the remaining balance of no greater than \$3,100,472 from the existing LGIP account #3683.

Motion – Director Hern. Second – Director Shellman.  
Motion approved.

**J. Paul Tucker – District Manager**

1. System Operation Update

The motion was brought forward to approve the Kerr easement in the amount of \$24,000 or the equivalent of \$0.71 per square foot for an 1800 by 20 feet wide easement on the north side of Lancaster Road.

Motion – Director Hern. Second – Director Shellman.  
Motion approved.

2. Executive Session – none

**K. Board Members**

None

**L. Adjournment**

There being no further business, the motion was made to adjourn at 1:15 p.m.

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

Approved on Jan 4 2024

  
Curt Carney, Director/Secretary

  
Tom Crimmins, Chairman