

North Kootenai Water and Sewer District
Board Meeting Minutes
February 15, 2024 – 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
Curt Carney, Director/Secretary (minutes recorder)
Thomas Gwin, Director/Treasurer
Scott Shellman, Director

Director Absent: Jack Hern, Director, Vice-President

Staff Present: Paul Tucker, District Manager
Suzanne Scheidt, Chief Operating Officer
Ashley Williams, Welch Comer
Brian Werst, Witherspoon, Brajcich, McPhee PLLC

B. Agenda Changes and/or Board Member Conflicts

None

C. Consent Agenda

1. Minutes of January 18, 2024
2. Approval of January Financial Reports

The motion was brought forward to approve the minutes of the January 18th meeting and January Financial Reports.

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

D. Public Hearings

Prairie Shopping Center LLC Annexation

The public hearing opened at 12:36 pm. There was no one present and there was no written communication. The hearing closed at 12:41pm.

E. Oral Communication

None

F. Written Communication

None

G. District Engineer – Ashley Williams, PE

Recommendation to Award – Lancaster Transmission Main Upsize

Motion – A motion was brought forward to approve the Lancaster transmission main bid award to lowest bidder, LaRiviere, Inc. in the amount of \$412,480.

Motion – Director Gwin. Second – Director Carney.

Motion approved.

H. District Attorney – Brian Werst

1. Prairie Shopping Center LLC Annexation – Resolution 24-05

Motion – A motion was brought forward to approve the Prairie Shopping Center LLC Annexation as Resolution 24-05.

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

2. Board review and approval of future District contracts (Discussion)

Board members discussed that future District contracts will be evaluated by the Board of Directors in accordance with current District procurement policy.

3. Executive Session – None

I. Suzanne Scheidt – Chief Operating Officer

Year to Date Financial Report (Discussion)

J. Paul Tucker – District Manager

1. System Operation Update (Discussion)
2. Report of Expenditure – Task Order 24-01 Gozzer Capacity Evaluation Update (Discussion)
3. Future Board Meeting Schedule (Discussion)

Board members determined a discussion on the future board meeting schedule should be postponed until a later date when all board members were present.

K. Board Members

None

L. Adjournment

There being no further business, the motion was made to adjourn at 1:50 p.m.

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

Approved on _____

Curt Carney, Director/Secretary