

North Kootenai Water and Sewer District
Board Meeting Minutes
June 6, 2024 – 12:30 p.m.

A. Call to Order/Roll Call

There being a quorum, Chairman Crimmins called the meeting to order at 12:34 p.m.

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

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

Excused: 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 May 2, 2024

The motion was brought forward to approve the minutes of the May 2nd meeting.

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

2. April Financial Statements

The motion was brought forward to approve the April Financial Statements

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

D. Public Hearing

Hofer Annexation

Time Open: 12:36 pm
Time Closed: 12:38 pm

No public comment

E. Oral Communication

None

F. Written Communication

1. Hayden Lake Irrigation District – Valley Green Tree Removal Request (Discussion/Action Item)

The Board of Directors discussed the HLID Manager's request to remove trees from HLID's easement on the Valley Green Well property. A draft written response will be prepared for the Board of Directors review at the June 20, 2024 meeting.

G. District Engineer – Ashley Williams, PE - Excused

H. District Attorney – Brian Werst - Excused

I. Suzanne Scheidt – Chief Operating Officer

1. Hofer Annexation Resolution 24-07

A motion was brought forward to approve the Hofer Annexation Resolution 24-07.

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

J. Paul Tucker – District Manager

1. System Operation Update (Discussion)
2. Lancaster to Foxborough Transmission Main Project, Task Order 24-02 (Discussion/Action Item)

The motion was brought forward to approve Task Order 24-02 for the completion of initial engineering and easement approval for the Lancaster to Foxborough Transmission Main Project.

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

3. FY24/25 Capital Improvement Plan – Badger AMI Meter Expenditure not to exceed \$175,000 (Discussion/Action Item)

The motion was brought forward to approve the FY24/25 Capital Improvement Plan – Badger AMI Meter Expenditure not to exceed \$175,000 to pre-order meters for delivery and payment in Autumn 2024.

Motion – Director Shellman. Second – Director Hern.

Motion approved.

K. Board Members

1. Self-Evaluation Discussion – the Board of Directors discussed compiling self evaluations for future discussion.
2. Executive Session – None.

L. Adjournment

There being no further business, the motion was made to adjourn at 1:39 p.m.

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

NKWSD Board Meeting Minutes
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Approved on _____

Curt Carney, Director/Secretary