

**North Kootenai Water and Sewer District**  
**Board Meeting Minutes**  
**August 1, 2024 – 12:30 p.m.**

**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

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

Excused: Thomas Gwin, Director/Treasurer  
Ashley Williams, Welch Comer  
Brian Werst, Witherspoon, Brajcich, McPhee PLLC

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

The motion was brought forward to remove Item F.4. from the agenda.

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

**C. Consent Agenda**

1. Minutes of July 18, 2024

The motion was brought forward to approve the minutes of the July 18<sup>th</sup> meeting.

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

**D. Oral Communication**

None

**E. Written Communication**

None

**F. District Manager - Paul Tucker, Chief Operating Officer - Suzanne Scheidt**

1. System Operation Update (Discussion)
2. Poplar Estates (Proposed), request for fire flow (Discussion)
3. Lancaster Transmission Main Upsize for Pay Request 2

The motion was brought forward to authorize payment of pay request 2 for \$118,224.13.

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

**G. Board Members**

1. Executive Session – None.

**H. Adjournment**

There being no further business, the motion was made to adjourn at 1:21 p.m.

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

Approved on August 15<sup>th</sup>, 2024

Suzanne Schmidt for  
Curt Carney, Director/Secretary