

North Kootenai Water and Sewer District
Board Meeting Minutes
September 4, 2025 – 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
Scott Shellman, Director

Directors Excused: Thomas Gwin, Director/Treasurer

Staff Present: Paul Tucker, District Manager
Suzanne Scheidt, Chief Operating Officer
Ashley Williams, PE, Welch Comer Engineering

B. Agenda Changes and/or Board Member Conflicts

None

C. Consent Agenda

1. Minutes of August 21, 2025

D. Public Hearing

None

E. Oral Communication

None

F. Written Communication

None

G. District Engineer – Ashley Williams, P.E.

1. Task Order 25-05 Lancaster and Strahorn Upsize (Action Item)

A motion was brought forward to approve Task Order 25-05 for the Lancaster and Strahorn Engineering Task Order to include preliminary engineering, surveying, and utility coordination services, not to exceed \$43,100

Motion – Director Hern. Second – Director Carney.
Motion approved.

2. Task Order 25-06 Springrock Zone Reservoir (Action Item)

A motion was brought forward to approve Task Order 25-06 for the Springrock Zone Reservoir Task order to review location criteria, complete preliminary engineering, prepare engineer's opinion of probable costs, and present findings in a brief memorandum format, not to exceed \$13,500.

Motion – Director Hern. Second – Director Carney.
Motion approved.

3. Task Order 25-07 Revenue Bond Support (Action Item)

A motion was brought forward to approve Task Order 25-07 for Revenue Bond Support for refinement of scope for mainline replacement in Twin Lakes, Chilco and Mountain View, service replacement in Hillside, and Springrock Zone storage in Rimrock, not to exceed \$13,000.

Motion – Director Carney. Second – Director Hern.
Motion approved.

H. Chief Operating Officer – Suzanne Scheidt

1. Year-to-Date Financial Report (Discussion)

I. District Manager – Paul Tucker

1. Rimrock Workplan Update (Discussion)
2. System Operation Update (Discussion)
3. Upper Hayden Lake Booster Station Retaining Wall Expenditure Request (Action Item)

A motion was brought forward to approve the Upper Hayden Lake Booster Station Retaining Wall expenditure, not to exceed \$59,960.

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

J. Executive Session Pursuant to Idaho Code Title 74, Chapter 2.

None

K. Board Members

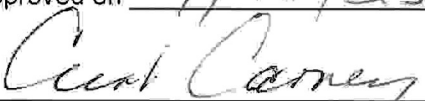
None

L. Adjournment

There being no further business, the motion was made to adjourn at 1:40 PM

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

Approved on 9/18/25


Curt Carney, Director/Secretary