

North Kootenai Water and Sewer District
Board Meeting Minutes
December 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: Jack Hern, Director, Vice-President (Acting President)
 Curt Carney, Director/Secretary
 Thomas Gwin, Director/Treasurer
 Scott Shellman, Director

Directors Excused: Tom Crimmins/President

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

District Engineers: Necia Maiani, PE
 Ashley Williams, PE
 Logan Jeanselme, EIT

B. Agenda Changes and/or Board Member Conflicts

C. Consent Agenda

1. Minutes of November 20, 2025
2. October Financial Reports

The motion was brought forward to approve Consent Agenda Items 1 and 2.

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

D. Public Hearing

None

E. Oral Communication

None

F. Written Communication

None

G. District Engineers – Necia Maiani, PE, Ashley Williams, PE, Logan Jeanselme, EIT

1. Gozzer Drinking Water Capacity Report (Discussion)
2. Task Order 2025-01, Amendment 1 – Gozzer Golf Course Pond (Action Item)

Task Order 2025-01, Amendment 1, was presented to the Board of Directors. Amendment 1 includes engineering studies to better understand the extent of groundwater interactions with the existing Golf Course Pond and coordinate upcoming improvements with Discovery. Task Order 2025-01, Amendment 1 charges are not to exceed \$148,110.

A motion request was brought forward by acting President Hern to approve Task Order 2025-01, Amendment 1.

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

3. Task Order 2025-08, Rimrock Priority Service Area Map Audit (Action Item)

Task Order 2025-08 was presented to the Board of Directors. The task order involves review and identification of Priorities 1-3, review and adjustment of the pressure zone boundary for Springrock and Dodd zones, and updating these data to the District's Arc GIS online map layer.

A motion request was brought forward by acting President Hern to approve Task Order 2025-08, charges are not to exceed \$15,000.

Motion – Director Gwin. Second - Director Shellman.
Motion approved.

H. District Manager – Paul Tucker

1. System Operation Update (Discussion)
2. Holiday Schedule (Action Item)

A motion request was brought forward by action President Hern to approve the cancellation of the January 1st Board meeting due to the meeting falling on a holiday and authorize the closure of the District office at noon on December 24th.

Motion – Director Gwin. Second – Director Carney.

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

An executive session was not required.

J. Board Members

K. Adjournment

There being no further business, the motion was made to adjourn at 1:47 p.m.

Motion – Director Gwin. Second – Director Shellman.
Motion approved.

Approved on

12/18/25



Curt Carney, Director/Secretary