

**North Kootenai Water and Sewer District**  
**Board Meeting Minutes**  
**March 19, 2026 – 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  
Curt Carney, Director/Secretary  
Scott Shellman, Director  
Thomas Gwin, Director/Treasurer

Director Excused: Jack Hern, Director, Vice-President

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

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

None

**C. Consent Agenda**

1. Minutes of February 19, 2026
2. February 2026 Financial Statements

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

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

**D. Public Hearing**

A public hearing to receive comments on the Poplar Estates (Lakeland Landings) and Morse & Company Annexation began at 12:31 pm and was closed at 12:40 pm. No public comment was received. Staff provided an overview of annexation areas to the Board of Directors.

**E. Oral Communication**

None

**F. Written Communication**

None

**G. District Attorney – Brian Werst**

1. Poplar Estates (Lakeland Landings) Annexation, Resolution 26-04 (Action Item)
2. Morse and Company Annexation, Resolution 26-05 (Action Item)

After confirmation by Brian Werst that annexation orders had been reviewed and public notice issued, the motion was brought forward to approve Resolution 26-04 and 26-05.

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

**H. Chief Operating Officer – Suzanne Scheidt**

1. Year-to-Date Financial Report (Discussion)
2. Resolution 26-06, Establishment Main Reserve Funds for Capacity Increases (Discussion/Action Item)

Suzanne Scheidt presented staff recommendations for Resolution 26-06 to the Board of Directors for consideration. Staff responded to Board of Director discussion points on establishment of the fourth-tier charges.

Following discussion, a motion was brought forward to approve Resolution 26-06.

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

**I. District Manager – Paul Tucker**

1. System Operation Update (Discussion)
2. Board Compensation Policy (Discussion)

District Manager, Paul Tucker presented memorandum “Compensation Policy Discussion” to the Board of Directors. The memorandum had been emailed to the Board prior to the meeting.

**J. Board of Directors**

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

Motion – a motion was brought forward to enter Executive Session as per Idaho Code 74-206(b)

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

Executive Session began at 3:45 pm and concluded at 4:00 pm.

**K. Adjournment**

There being no further business, the motion was made to adjourn at 4:00 p.m.

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

Approved on

4/19/26

  
Curt Carney, Director/Secretary