VISTA WEST IMPROVEMENT AND SERVICES DISTRICT

Board Minutes

Feb 10, 2021

1. **Meeting Opening** – The District Board was called to order by Pres Keller at 7:10p.m. VP Kelley and Sec/Tres Shoun were also present. A quorum was declared. Member Larry Kreuter was present and took minutes of the board meeting. Due to COVID-19 concerns the meeting was held at VP Kelley residence.
2. **Agenda** – The agenda was presented for any changes or additions. Agenda was approved as submitted.
3. **Minutes** – The minutes from the previous meeting were reviewed and accepted as presented.
4. **Financials** –
5. Checks were signed after approval
6. Monthly reports were presented by Sec Shaun. Items were reviewed by the board. The $1,660 item that was questioned last month was cleared up as an extensive EPA scheduled testing that occurs every four years. The financials appear in good shape and were approved as presented.
7. Pres Keller informed the board that the District received a Certification of Compliance of Financial records meeting all State and Federal requirements.
8. Delinquent Accounts. All accounts are in good shape this month with no action required.
9. Financials accepted as presented.
10. **Water Report** –
11. Chlorine house pipe cleaning and restoring project was addressed by Pres Keller. He stated that the Water Guy has indicated he will get an estimate on cost to the district this month. This item will be discussed again next month to review any estimates we may receive.
12. Sec Shoun reported that the plumber and machine operator are prepared to move on this project when the district determines to proceed on repair of curb stops replacements and the Kluff sewer pipe stand protection. The board will move ahead when weather permitting.
13. Pres Keller introduced discussion on the future needs of the district water tank. Tank serviceability time frames are approximately 30 years which we are approaching. The tank has been cited by EPA for leakage items in past inspections. The district had the tank cleaned and inspected last year and reported that major maintenance on the tank to address the leakage will be needed in the next few years. Estimated cost of this is $40,000 to $60,000. The option of replacing the current tank was discussed. To complete a project of this size the district would need assistance from the state if that possible. With state in the ongoing budget issues this assistance may not be available. The tank issue was approached to begin a thought process for direction and ideas. No action taken at this time. This item will be ongoing to come to some conclusions.
14. The Forest Service keys should be located and stored in a proper location to be available for the district when needed. VP Kelley will complete this item this month. He will also check on the USFS lease with VW.
15. Pres Keller had discussion with the City Engineer on how the city handles connections when needs of water and sewer to unserved lots are requested. The city requires a $3,600 tap fee which gives the board some idea of the direction and requirements for VW services. This will be discussed in future meetings.

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VWI&SD Minutes

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1. Pres Keller updated the sewer replacement at the cabin property in Block I. Pres Keller stated he believed that the contractors completing the installation was tapping into the district properly.
2. **New Business** –
3. There has been a preliminary garage construction request for possible action in the future. The board has indicated that no recommendations can be made at this time based on the hand drawings submitted. The board will request a more formal construction plan drawn to scale for review on right-of-way and easement requirements.
4. The upcoming election requirements were reviewed. Duties and responsibilities were updated and Sec Shoun and VP Kelley indicate all dates and functions are being met. The election site will be 193 Vista Circle between the hours of 7 a.m. and 5 p.m. A ballot box will be placed at this location for submitted ballots. Mail in ballots must be received on the day of election by 3: p.m.

Election committee members have been selected: VP Max Kelley, Pres Jim Keller, Jill Keller.

1. **Old Business –**
2. Completed items – Discussed above.
3. The board discussed the community meeting and selected April 8th at 193 Vista Circle (VP Kelley shop) at 7:30 p.m. Some refreshments will be provided. A handbill will be sent to outside owners by mail and hand delivered to residents. This is an extremely important meeting, and all property owners should attend to review the future direction of the district.
4. Discussion was held on the possible necessity of street sealing in future. Pres Keller discussed this with city engineer, and he stated they do not have anything scheduled in this area. The engineer gave Pres Keller contact information to a street contractor that he has worked with in the past. Keller will contact them to discuss their requirements and services. Keller will also contact the county engineer to discuss this issue also and report results at the next meeting.
5. **Adjournment** – With no further business before the board motion for adjournment was called for.

  **Motion** – VP Kelley made a motion to adjourn. Sec Shoun seconded it.

 **Discussion** – Hearing none

 **Vote** – Passed unanimously. Meeting adjourned at 8:27p.m.

**Calendar of Events:** Next regular board meeting is scheduled for Thursday March 11th at 7:00 p.m., at the Max Kelley shop.