VISTA WEST IMPROVEMENT AND SERVICES DISTRICT

Board Minutes

Jan 14, 2021

1. **Meeting Opening** – The District Board was called to order by Pres Keller at 7:08p.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. A $1,660 item will be checked with the accountant for clarity. Approved with no major issues noted.
7. Delinquent Accounts. Pres Keller and VP Kelley will do door knock visits to those in delinquency.
8. Financials accepted as presented.
9. **Water Report** –
10. Chlorine house pipe cleaning and restoring project was reviewed and Pres Keller will recontact Water Guy to see where we are on that project that should be completed before winter.
11. Water curb stops replacements and the Kluff sewer pipe stand protection will be discussed with plumber to determine what will be needed. Sec Shoun will check on this item.
12. The opening in the abandoned water tank has been secured by VP Kelley.
13. The Forest Service keys should be located and stored in a proper location to be available for the district when needed. VP Kelley will be responsible to investigate this issue.
14. There was a discussion on the future needs of water and sewer to unserved lots. Pres Keller will discuss with the City Engineer to investigate how the city handles these issues and report back to the board for further discussion.
15. VP Kelley checked the heaters in water service buildings, and all are working as expected.
16. **New Business** –
17. The board discussed the need to hold a community meeting soon and discussed requirements for the meeting. i.e., location, agenda, date, etc. Further discussion will take place.
18. The upcoming election requirements were reviewed. Duties and responsibilities were updated and Sec Shoun and VP Kelley who will ensure all dates and functions will continued to be met.
19. A 2021 Board meeting monthly activities schedule was reviewed and given to board members for future reference guideline. The schedule provides a guideline of events that are reoccurring during the year.
20. Discussion was held on the possible necessity of street sealing in the near future. Pres Keller will visit with city and county engineers to determine if they have any activity in this area in the near future.

1. **Old Business –**
2. Completed items – Discussed above.
3. Items to be completed in Jan/Feb discussed above and duties assigned

Page 2

VWI&SD Minutes

Jan 14, 2021

1. **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 8:22 p.m.

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