VISTA WEST IMPROVEMENT AND SERVICES DISTRICT

District Meeting Minutes

May 9, 2022

1. **Meeting Opening** –The District Board was called to order by Pres Keller at 7:03 p.m. Sec Kelley was present, and VP Shaun was present by phone for the meeting. A quorum was declared. Guest member Twila Routh was present. Twila recorded the minutes for the board. The meeting was held at Pres Keller home.
2. **Agenda** – Agenda was approved as submitted.
3. **Approval of Minutes from previous meeting** – The minutes were approved as submitted.
4. **Financials** –
5. Check signing at end of meeting.
6. The monthly financials were reviewed and discussed. All items are doing well.
7. Delinquent accounts were reviewed and there were no delinquent accounts for the month.
8. Financials accepted as presented.

Closed Regular board meeting at 7:10 p.m. to open preliminary budget meeting.

1. **Preliminary Budget meeting** – quorum declared at 7:10 p.m. Preliminary budget numbers were presented and discussed. It was determined that there would be no need for a monthly fee increase for the budget term of 2022-2023. After slight adjustment of numbers from various account to account the preliminary budget was presented. A motion was called for by Pres Keller.

**Motion** – Sec/Tres Kelley made a motion to approve the preliminary budget for publication and presentation for final budget approval at the June budget meeting. VP Shaun seconded.

**Discussion** – None.

**Vote** – Passed unanimously

Adjournment of budget meeting declared at 7:16 p.m.

Regular meeting commenced at 7:16 p.m.

1. **Water Report –**
2. There were no items of concern to report in the water system.
3. Water service was resumed for a member who has returned to the district.
4. No action yet on lagoon switch station between the two lagoons repairs. The concrete structure needs repair this summer. Pres Keller has been in discussions with an experienced person with the ARPA program funding. The individual believes there will be possibilities of receiving funding through WY water development money. There is the possibility of receiving grant money through this program with no cost to the recipient district. After this discussion Pres Keller determined it would be prudent to delay repairs until future funding monies are available for application and distribution. Keller will remain in contact with the experienced individual for further guidance for the district. The board agreed to table any further action at the lagoon at this time and revisit when ARPA funding becomes available.
5. The top board covers at the lagoon need replacing Pres Keller stated he would do this work.

1. **New Business** –
2. Discussion of HOA and VW rules and regulations were tabled until June meeting.
3. Opened discussion on curb stop repairs that were tabled at last fall meetings. Pres Keller has contacted a company out of Gillette that city has used with good results. If it works as

Page 2

May 9, 2022

VWI@SD Minutes

described, it will eliminate the need for heavy equipment to dig to the curb stops for repair. At present there are 3 known curb stops that need repair/replacement. Motion called for.

**Motion** – VP Shaun made a motion to approve hiring the services of Boss Hydrovac Services out of Gillette to assist in the repair of the 3 known curb stop repairs. Sec Kelley seconded the motion.

**Discussion** – There was a discussion on the need for backfill for the project. Pres Keller will be hired to haul any necessary material for the project. Available local plumbers will be preferred in the repairs. No further discussion.

**Vote** – Passed unanimously

1. **Old Business** –
2. Completed items – nothing to report this month
3. Pres Keller and VP Shaun attended the informational meeting for board members. The district is aware and following most of the information that was discussed, and the county cited the district for a job well done. They also discussed the possibility future funding that may be available.
4. Street Parking was discussed and the board felt there is satisfactorily results at this time.
5. Weed spraying will commence in June with Sec Kelley assigned to this task.
6. Items to be completed in May/June
7. Pres Keller and VP Shaun will inspect the water tower and related systems and storm drains.
8. **Adjournment** – With no further business before the board a motion for adjournment was called for.

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

**Discussion** – Hearing none

**Vote** – Passed unanimously.

Meeting adjourned at 7:50 p.m.

**Calendar of Events:** The next regular board meeting and final budget meeting is scheduled for Monday June 9th at 7:00 p.m., at Sec Kelley shop.