VISTA WEST IMPROVEMENT AND SERVICES DISTRICT

District Meeting Minutes

Nov 9, 2023

1. **Meeting Opening** –The District Board was called to order by Pres Keller at 7:05 p.m. VP Shoun and Sec Kelley were present at the meeting. A quorum was declared. Member Tim Tonak and Larry Kreuter were also present. Kreuter kept the minutes for the board. The meeting was held at Sec Kelley’s home.
2. **Agenda** –The agenda was approved as submitted.
3. **Approval of Minutes from previous meeting** – The minutes were approved as submitted.
4. **Financials** –
5. Check signing took place at the end of the meeting.
6. The monthly budget financials were presented. After review and discussion about a discrepancy in withdrawals and totals in regard to the well loan repayments. After further discussion it was determined that the funds had not yet been reflected in the financials as discussed in Item D. below and will be reflected in next month’s statement. The budget financials were approved as presented.
7. Delinquent accounts were reviewed, and the board stated there were no present issues.
8. Pres Keller informed the board that the $10,000 had been transfer from the Debt Retirement Fund to the Well Retirement Fund and will be applied to the Well Retirement Fund this month.
9. Financials accepted after discussion as presented.
10. **Water Report –**
11. Pres Keller reported last month that he felt the water level is too low in #1 lagoon and would be in jeopardy of freezing this winter at the current dept. After further investigation there were no indications of leakage or blockage to the lagoon and the low water level was a result of excessive evaporation. Additional water was added over a week to raise the level and no further action required at this time.
12. **New Business** –
13. In preparation for the upcoming board election position in March of 2024 Pres Keller opened on discussion of the list of items that will need to be completed to fulfil state election requirements. The board reviewed the timelines for each item and the responsibilities that will be needed to complete the tasks. The first requirement will be the newspaper posting notice that will be to be needed to be submitted for publication. VP Kelley will take responsibility for this item. Further updates, and assignments, will be completed at the January board meeting.
14. Dates for the 2024 board meetings were set and will be posted on the web page and entrance bulletin board.
15. **Old Business** –
16. Pres Keller opened a discussion on the preparation of the snowplow pickup for sale. He stated that he had it running but stalled due to lack of gas to the carburetor. After further inspection he believes that the fuel switch regulator is not working properly and currently the pickup is not ready for sale. Member Tonak indicated that he would be willing to investigate further into the motor running problem and report back to the board. Tonak

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also asked the board to reconsider the sale of the pickup truck until engine problems can be resolved and possibly corrected. Depending on the outcome of his investigation, and satisfactory results, he asked the board if they might reconsider the sale of the vehicle to ensure that the district has some sort of backup in case of need. After further discussion the board decided to table the sale of the vehicle until the January board meeting.

1. **Items to be Completed** – Nov/Dec
2. Ensure all heaters are working properly
3. Election dates are met and completed
4. **Adjournment** – With no further business before the board a motion for adjournment was called for.

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

**Discussion** – Hearing none

**Vote** – Passed unanimously.

The meeting was adjourned at 8:04 p.m.

**Calendar of Events:** The next regular board meeting is scheduled for Jan 11, 2024 at 7:00 p.m. at Pres Keller residence. THERE IS NO BOARD MEETING SCHEDULED FOR DECEMBER

Board meeting schedule for 2024. Meeting locations are announced each month prior to the next meeting

JAN 11 APR 11 JUL 11 OCT 10

FEB 8 MAY 9 AUG NO MGT NOV 7

MAR 14 JUN 13 SEP 12 DEC NO MGT