



VAN ANDA IMPROVEMENT DISTRICT
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TRUSTEE MEETING

May 16, 2017

Date	May 16, 2017	Time	7:00 PM
Location	Van Anda Fire Hall		
In Attendance	Trustees: Bob Timms (chair) Walter Gussman Mike Craggs Ron Smith	Staff: Ken Soles (Water Operator) Mike Craggs (Fire Chief) Lin Johnson (Administrator, Recorder)	

Agenda Item	Lead	Outcome
1. Call to Order	Bob	Bob called the meeting to order at 7:08 PM.
2. Declaration of Conflict of Interest	Bob	There were no Conflict of Interest to declare.
3. Approval of the Agenda	Bob	The May 16, 2017 Agenda was approved as circulated.
4. Approval of the Minutes of March 14, 2017	Bob	Motion: It was moved and seconded that the minutes of March 14, 2017 be approved as circulated.
5. Waterworks Report	Ken	The waterworks report was presented and reviewed. Ken presented the Trustees with the results of the dive inspection of the well head. The well head was discussed.

		<p>Results of the increase in pump house hours on April 29 and 30 were caused by a flushing of the system.</p> <p>Action: Ken will test the meters at Arnold's and the Credit Union to ensure they are functioning properly.</p>
6. Dam Report	Ken	Water is flowing over the dam. The dam appears to be functional.
7. Fire Chief Report	Mike	<p>The fire department report was presented and reviewed. In addition:</p> <ul style="list-style-type: none"> • Forestry attended a training session with volunteers on Monday May 15. • Trucks will be inspected this week. Truck 602 has a mechanical issue that will be dealt with at the inspection.
8. Administrators Report	Lin	<p>Administrator report presented and reviewed.</p> <ul style="list-style-type: none"> • Capital Works Plan will be added to the Strategic Planning Meeting agenda. • VAID meetings will be held on the 3rd Tuesday of each month in 2017. <p>Motion: It was moved and seconded that the Stanecka letter requesting forgiveness for late payment be accepted, and that no late penalty be levied. Motion carried.</p>
9. Old Business/Action Plan	Bob/Lin	<p>Budget sheet was presented. It was suggested that financials from the previous year also be included.</p> <p>Lin will draft a tax sale letter for overdue accounts.</p>
10. New Business	Bob	<p>The meeting with the RD to present the Letter of Intent in regards to the grant application was discussed.</p> <p>The letter to the Boat Club in regards to their expansion was presented and discussed.</p>
11. Meeting Adjourned	Bob	The meeting adjourned at 9:08
12. Financials	Lin	Financial statements for February 2017 were accepted as presented.

		Overdue accounts were reviewed and discussed. Lin will send invoices with late penalty fines to delinquent ratepayers.
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