



Van Anda Improvement District

Minutes of Trustee Meeting

| | | | |
|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|---------|
| Date: | Tuesday, December 6, 2016 | Time: | 7:00 pm |
| Location: | Van Anda Improvement District Office | | |
| In Attendance: | <u>Trustees:</u> <ul style="list-style-type: none"> • Bob Timms, Chair • Karen May • Mike Craggs • Walter Gussman • Terry Hollo <u>Employees:</u> <ul style="list-style-type: none"> • <u>Ken Soles, Water Operator</u> • <u>Lin Johnson, Administrator</u> | | |

Action Items:

See attached.

| Agenda Item | Lead | Discussion |
|-----------------------------------------------|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Approval of the Agenda Of December 6, 2016 | Bob | <u>Action:</u> Lin will build a new agenda template and a new letterhead template. <u>Motion:</u> It was moved and seconded that the Agenda for December 6, 2016 be approved as circulated. |
| 2. Declaration of Conflict of Interest | Bob | There were no conflicts to declare. |
| 3. Approval of Minutes of November 5, 2016 | Bob | <u>Action:</u> Bob will send a text to Dan DaVita asking him to shut off the water to the hotel. <u>Action:</u> Water workshop needs to remain on the agenda in the Action Plan. <u>Motion:</u> The minutes of November 5, 2016 were approved as circulated. |
| 4. Fire Dept Report | Mike | Reviewed. <ul style="list-style-type: none"> • New pagers are in use and working well. • Who's Who App is being considered. This is an app that would be installed to smart phones, telling all responders who is responding, where they are, and provides direction to where they are going. The |

| | | |
|---------------------------|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | <p>cost of this program is between \$600 – 1,000/annually.</p> <ul style="list-style-type: none"> Rescue will no longer offer ambulance assist as of December 31, 2016. BCAS is not willing to provide VAID with a contract to provide this services, therefore, it will be withdrawn. Discussion. Mike is meeting with his supervisor at BCAS to discuss this further. |
| 5. Water Report | Ken | <p>Ken verbally presented his report (attached). <u>Action:</u> Ken will prepare an invoice for the Hort work order. <u>Action:</u> Ken will contact Chuck Childress regarding installing a heater at the pump house. <u>Action:</u> Lin will follow up with EOCP regarding Ken’s status.</p> |
| 6. Dam Report | Ken | <p>The dam was inspected on November 28, 2016. No issues to report.</p> |
| 7. Administrator’s Report | Lin | <p>Bob checked the water flowing past the post office. This appears to be a Highways issue and was reported to them.</p> <p>Discussion regarding house numbers and mapping. <u>Action:</u> Mike will update his maps.</p> |
| 8. OB/Action Plan | Bob | <p><u>Action:</u> Lin will follow up with Jeff Haung to find out when we can expect the final report. <u>Action:</u> Lin will send hydro bills from Priest Lake Pumphouse to RES’EAU. <u>Action:</u> Lin presented a draft Request for Proposal, which will be filed until needed. <u>Action:</u> Lin will send the link of the coastal water suppliers to trustees.</p> <p>Sawmill Site – Bob Timms, Walter Gussman and Ken Soles met with Al Davis at the beginning of November. Discussion. <u>Action:</u> Lin will send an email to CWSA regarding the piping that Al Davies intends to use for this project. It was decided that a letter will be drafted outlining the terms of the Sawmill Project cost share with VAID which will be presented to Al Davis for approval. The letter will include: asking Mr. Davis to take responsibility for the integrity of the pipe, informing him that VAID will pay a maximum of \$30,000 for this project (loop from Sellentin to Marble Bay Roads) and agreeing that VAID will provide 1 fire hydrant for this project. VAID will ask that the fire department be provided a key to the gate. <u>Action:</u> Information will be gathered and a letter prepared and sent to trustees for approval within two weeks.</p> <p>Priest Lake culvert – a letter was received from Mr. Ashok Bhatti stating that the problem appeared to be the Priest Lake dam. Mr. Bhatti will be sent a letter asking what he is basing this assumption upon, and asking him and his team</p> |

| | | |
|--------------------------|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | to visit the Priest Lake culvert site. <u>Action:</u> Lin will prepare a letter. |
| 9. New Business | Bob | No new business |
| 10. Meeting Adjourned | Bob | 9: 40 pm. |
| 11. Financial Statements | Lin | Financial statements were discussed. <u>Motion:</u> It was moved and seconded that the financial statements for October 2016 be accepted as circulated. Overdue accounts were reviewed. <u>Action:</u> Lin will send letters to delinquent ratepayers who have made partial payment on overdue accounts. |
| 12. Date of Next Meeting | Bob | January 10, 2017; 7:00 PM |