

**REGULAR MEETING OF THE PINEVIEW IMPROVEMENT DISTRICT  
BOARD OF TRUSTEES MINUTES  
December 3, 2024**

Present: Board Members: B. Heft, K. Yeulet, N Wellburn, Jeremy Larsen  
Brenda Heft Chaired Meeting as Greg Poitras on Leave  
Employees: Holly Herzog,  
Guests:

Meeting called to order:  
Time: 7:00pm

Motion by: Kathy Yeulet

That the minutes of the November 5, 2024 regular meeting of the Pineview Improvement District board of trustees be adopted., as revised.

Seconded by: Nancy Wellburn

Carried

**OLD BUSINESS**

- Waiting for quote Radloff from for filtration system.

**MAINTENANCE REPORT**

**PID Maintenance Notes for November 2024**

**November 2024**

- Re/RE 2 services boxes, one on OCH and one on Pooley RD.

- Meeting with Radloff

They will get back to us regarding the questions below. Once we review the response the board will need to decide whether or not to proceed, they will require partial payment to draft up final proposal with drawings and schematics etc. PID can tender bids or Radloff will as per cost in estimate.

There most likely be additional costs as they were not aware of the overflow drainage ditch for the reservoir.

Lamella clarifier plates used after the flocculation and in the Mn separation process will require cleaning and disinfection approximately once a month.

### **Comments regarding BI Pure Water filtration proposal**

- The proposal implies that Well 2 will not be in service for the filtration system. Can it still be used as a backup if Well 4 fails? **Answer: The system will be plumbed to accommodate this when Well 2 is required,**
- Is there plans to contain back wash of the system?
- 50 feet of HDPE are required for contact time – where will it be located, above or below ground or in a building. **Answer: It will be contained in the building.**
- The system assumes that we are already chlorinating – was this discussed with Radloff or BI?
- Cost estimate does not include pad or other type of foundation, plans or costs for water connection and back wash containment, electrical installation, cost for chlorination system, permits

### **ACCOUNTS RECEIVABLE/PAYABLE**

- Overdue list
- Cash report

### **NEW BUSINESS**

- Web site fixed and working. Holly to look for contract if can't find, contact Ian and see if we have contract in place with them. Also to check and see if web site email will accept an attachment ie picture or document. I tried to upload a picture or document and it would not let me.
- Fire Department used 1500 gallons on a car fire November 8, 2024
- Trustee Terms next year 3 positions up for bid one will only be a one-year term (Nancy Wellburn currently holds this position), the other two will be a 3-year term.
- Greg away on leave till further notice. Holly to pick up a get-well card and sign and deliver on behalf of all board members and employees.
- Review letter to Detailing Business. – agreed to send by courier. As mail strike is on.
- Jeremy to update on meeting with Radloff on November 29, 2024. Reported that it was a good meeting, Scott and Mike both asked some good questions. So now Radloff has to come back with answers to the questions Mike and Scott presented, that Radloff did not

think of. The PID needs a quote with all price costs on it. Mike has to be comfortable to operate the system, and all the fine details that can affect operations. Once we get that itemized quote/contract from Radloff (hopefully by Christmas) then we can submit to Northern Health in January 2025 for their stamp of approval. Then PID will take to the community for information/ approval and if needed ask for additional funds.

- Invoices from Radloff for June 6/24, July 7/24 & Oct 31/24 should be voided David at Radloff was to let accounting know, Holly to follow up with Radloff accounting department Amy Jenkins to see if this has been done, and get some form of record from them stating this. Total amount \$1393.88
- Holly to follow up with TD bank about changing the contact info on BMO, CIBC,TD faxes and emails.

### **CORRESPONDENCE**

- Land titles
- Water reports
- Pump house data
- Bank statement
- Fire Department water usage- see above
- Late Bid for snow removal

### **INVOICES**

Motion by: Kathy Yeulet

To pay all incoming invoices

Seconded by: Jeremy Larsen

Carried

Motion by: Nancy Wellburn

To adjourn meeting

Seconded by: Kathy Yeulet

Carried

Meeting adjourned 8:07pm

Next Regular Board Meeting: **Tuesday January 7, 2025 @ 7 pm**

AGM: Tuesday April 29, 2025 @ 7:30 pm hall booked for 7 pm

- (Reminder for Holly) Bring forward next July 2025 account 28 (14 mths non cashable)