

**REGULAR MEETING OF THE PINEVIEW IMPROVEMENT DISTRICT  
BOARD OF TRUSTEES MINUTES  
June 3, 2025**

Present: Board Members: B. Heft, K. Yeulet, Jeremy Larsen, Nancy Wellburn  
Brenda Heft Chaired Meeting as Greg Poitras is away  
Employees: Holly Herzog,  
Guests:

Meeting called to order:  
Time: 7:05pm

Motion by: Kathy Yeulet

That the minutes of the May 13, 2025 regular meeting of the Pineview Improvement District board of trustees be adopted as amended.

Seconded by: Jeremy Larsen

Carried

**OLD BUSINESS**

- Greg away until further notice

**MAINTENANCE REPORT**

- See attached

**ACCOUNTS RECEIVABLE/PAYABLE**

- Overdue list
- Cash report

**NEW BUSINESS**

- Fire Hall used 6300 gallons on a structure fire Tuesday May 27, 2025
- Regional District. – can I put documents needed on a flash drive – Brenda contacted Regional District. They said yes they will take it anyway we can provide it.
- Working alone procedure – ongoing
- Lifeline installed and working.
- Job posting for maintenance. Review and have for the next board meeting.

- Reviewed letter sent out to the water card users- some discussion regarding setting the timer for only 5 minutes. Pineview Improvement District does recognize it is an issue, just not sure how to resolve. - Sign put up at water shed.
- Holly to call Radloff and see where they are at and ask what the next steps are and how soon? Talk with David or Andrew. – talked with David & Andrew said it was passed on to Warren at Western waters, I contacted Warren he was out of town and would get back to me.
- We need to set up a date to have a community meeting regarding filtration plans –
  - a. need hall booked
  - b. Radloff and Northern Health to attend.

### **CORRESPONDENCE**

- Land titles
- Water reports
- Pump house data
- Bank statement
- Fire Department water usage- see above
- New water card users
- Lifeline info

### **INVOICES**

Motion by Nancy Wellburn		
To pay all incoming invoices	Seconded by Jeremy Larsen	
		Carried

Motion by Nancy Wellburn		
To adjourn meeting	Seconded by Kathy Yeulet	
		Carried

Meeting adjourned: 8:21 pm

Next Regular Board Meeting: **July 8, 2025 @ 7 pm**  
 AGM: Tuesday April 28, 2026 @ 730 pm

### **REMINDERS/ BRING FORWARD**

- (Reminder for Holly) Bring forward July 2025 account 28 (14 mths non cashable)
- (Reminder for Holly) Keep track of costs for Noratek over the next year.
- (Reminder for Holly) follow up with TD bank changing the contact info on BMO, faxes

and emails.

- (Reminder) Trustee Terms 2026 Nancy's position going up for election as a 3-year term.

### **PID Maintenance Notes for May/June 2025**

- Filtration System: met with Radloff Andrew and Dave at pump house to test their new flow meter. Andrew mentioned that NH requires a test GUDA ground water sources under conditions where microbial pathogens are able to travel from surface to the ground water source. Radloff will arrange testing for this.
- Water flushing of mains is 70% complete. Had scheduling conflicts due to surgery etc. The balance of the flushing will take place during the week of June 16<sup>th</sup>.
- Have to repair two service boxes one is rust the other was hit by vehicle of one type or another. These repairs are scheduled for June 12<sup>th</sup>.
- Water to be shut off June 9<sup>th</sup>. At 10340 Old Cariboo Hwy first thing in the morning.