PICKEREL LAKE SANITARY DISTRICT

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TRUSTEE MEETING

December 18, 2020 @ 4:00 PM

**ATTENDANCE**: Meeting was called to order at 4:00 PM. Present were Trustees Craig Bair, Josh Bartos, and Iver Finnesand. Also present were System Manager Justin Carlson, Clerk Mary Finnesand, Curtis Gruba, and Daren Waldner, Dakota Pump & Control (DP&C).

**AGENDA:** Proposed agenda reviewed; motion made to approve agenda as revised by Finnesand; second by Bartos. Motion passed.

**PUBLIC COMMENT**: No public comments made at this time.

**MINUTES**: The Board reviewed November 24, 2020 minutes. Motion made to approve the minutes by Bartos; seconded by Finnesand. Motion passed.

**NEW BUSINESS**:

The Board interviewed and hired Curtis Gruba to serve as the parttime backup maintenance employee. System Manager Justin Carlson presented his assessment of the sanitary system based on inspections completed during his first two weeks as manager. He addressed four primary areas that need to be addressed in an urgent timeframe. 1) South end main lift station vault installation. Currently the lift station pumps do not include independent shut off valves. Manager Carlson invited Daren Waldner with DP&C to discuss possible options to update the main lift. The Board considered options presented and concluded that installing an above ground vault is the most cost-effective approach with the least amount of downtime. Motion made by Finnesand; seconded by Bartos to order all necessary parts for the vault project and proceed with the project as soon as feasible. Motion passed. 2) Carlson notified the Board that he attempted to exercise the air relief valves and discovered that none of the valves tested were operational because they were rusted shut. The Board discussed options to address the air relief valve repair project which is significant due to the number involved – 47 in total. Trustee Bair made a motion to replace 13 air relief valves on the oldest part of the system which is the west side of the lake; seconded by Bartos. Motion passed. Once the initial valves are replaced and a determination is made if any of the replaced valves can be rebuilt, the Board will determine how to proceed with replacing the remaining valves, possibly in phases. 3) Lagoon overflow valve – Manager Carlson inspected the lagoon valve and discovered the shut off is broken; making it difficult to open when overflow is needed. The Board discussed the urgency of this repair to avoid lagoon drainage issues if there is a wet spring and overflow is possible. The Board directed Carlson to move ahead with this repair as soon as possible. 4) Pump needs – the manager addressed the current pump inventory and what future needs will be for updating the system. Daren Waldner, DP&C, discussed pump specifications, including the impeller size, that are needed throughout the system. Waldner explained to the Board about upgrading from one phase to three phase electrical panels in each lift station to help pumps run more efficiently; possibly reducing the number of pumps needed. The Board agreed that Manager Carlson should work with DP&C to evaluate the current pump inventory to ensure its accuracy. Finally, the Board requested that Carlson reach out to South Dakota Association of Rural Water Systems to determine what services they can provide to assist with determining next steps for upgrading the sanitary system.

Clerk Finnesand provided the Board with an update on transitioning bookkeeping duties to Todd Garry, Public Accountant. She will be meeting with Garry before yearend to finalize logistical details. The Clerk also provided PLSD website updates to acknowledge the new employees. Motion made by Bair; seconded by Bartos to reimburse Trustee Finnesand $1,583.95 for purchases made for the District including shop tools and a laptop computer. Motion passed. The Board asked Clerk Finnesand to reconsider her resignation submitted during the regular November meeting. She agreed to continue serving as the District Clerk.

**NEXT MEETING**: Next meeting is April 9, 2021, at 4:00pm. Agenda will be posted on the District’s website ([PLSDistrict.org](http://www.plsdistrict.org/)) and at the office 24 hours prior to the meeting.

**ADJOURNMENT**: Meeting ended at 5:30pm. Finnesand made motion and Bair seconded to adjourn. Motion passed.

Submitted by Mary Finnesand, PLSD Clerk