PICKEREL LAKE SANITARY DISTRICT

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**TRUSTEE MEETING MINUTES**

**DECEMBER 14, 2017 @ 9:00 A.M.**

**PLSD BUILDING**

**ATTENANCE: Meeting was called to order at 9:00 AM. Present were Richard Sprenger, Craig Bair and Mary Finnesand. Also present were Al Fedje, Maintenance/Treasurer, and Mary Jo Button, Clerk.**

**MINUTES: Motion was made by Finnesand and seconded by Sprenger to approve the minutes with corrections from the November 2017 meeting. Motion carried.**

**TREASURER’S REPORT: Financial report as of 11/30/17 was presented by Fedje. The report reflects balances on hand for the following: Capital Improvement Fund: $10,973.35, General Account Checking: $11,490.29, General Account Savings: $79,458.84, Reserve and Replacement: $118,091.70 and Total Checking/Savings: $220,071.18. A motion was made by Sprenger and seconded by Finnesand to accept the Treasurer’s report. Motion carried.**

**A motion was made by Sprenger and seconded by Finnesand to approve the following expenses with the motion carrying: Lake Region Electric (electrical usage),703.36; Ottertail Power Company (electrical usage), $30.74 and $20.85; Venture Comm. (telephone), $290.11; Dakota Pump and Control (maintenance), $2,235.00; Reporter and Farmer (legal notices and office expenses) $125.31 and $42.96; Allen Fedje (payroll), $1,7,15.64 and $1,686.95; Mary Jo Button (payroll), $471.56; Terry Kulesa (payroll), $267.26; Quick Book Services charges (payroll expenses), $1.75, $10.00 and $5.25; Sioux Valley Coop Roslyn (maintenance), $445.73, $69.90and $539.15; IRS (Payroll Liabilities), $1,230.50; HR One Stop (maintenance supplies), $38.67; Coteau Hills Construction (building costs), $2,696.94; One Call Systems (dig notice), $6.30; Roslyn Post Office (maintenance expenses), $49.00; Amazon (office expenses), $11.68, $167.19 and 274.00; Web Water ( maintenance expense), $37.48; Eden Lumber (maintenance supplies), $265.67; TrendMicro (office expense), $74.50; Driver Support (office supplies), $9.99; SDML Worker’s Compensation Fund ( workman’s comp insurance), $1,001.00; Craig Bair (trustee’s fees), $1,125.00; Mary Finnesand (trustee’s fees), $1,125.00; Richard Sprenger (trustee’s fees),$1,125.00; Milbank Winwater Works (maintenance), $1,360.00; Glacier Lakes Electric LLC (maintenance), $4,782.63; Northside Implement LLC (maintenance), $796.66.**

**MAINTENANCE REPORT: One call last month. Replaced a bad float.**

**OLD BUSINESS: Fedje contacted Glacial Lakes to hook up the large generator at the South End. The generator is hooked up and ready to go. Fedje will run it once a month to keep it in good working order. He also got an estimate on the generator that will be placed in the pickup. This estimate seemed very high. The Board decided to further investigate the cost. Fedje will check further.**

**NEW BUSINESS: Part-time maintenance person will be paid $30.00 an hour. If that person is to be on call for an extended period of time, the wages will be $150.00 per week.**

**NEXT MEETING: The next meeting date will be established in March of 2018.**

**ADJOURNMENT: There being no further business to come before the Board, Finnesand
moved and Sprenger seconded to adjourn the meeting. Motion carried. Meeting adjourned at 9:40 AM.**