PICKEREL LAKE SANITARY DISTRICT

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**TRUSTEE MEETING MINUTES**

 **OCTOBER 16, 2017 @ 9:00 A.M.**

**PLSD BUILDING**

**ATTENANCE: Meeting was called to order at 9:05 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 from the September, 2017 meeting. Motion carried.**

**TREASURER’S REPORT: Financial report as of 09/30/17 was presented by Fedje. The report reflects balances on hand for the following: Capital Improvement Fund: $6,145.28, General Account Checking: $27,284.94, General Account Savings: $72,423,48, Reserve and Replacement: $118,852.46 and Total Checking/Savings: $229,706.16. A motion was made by Sprenger and seconded by Bair to accept the Treasurer’s report. Motion carried.**

**A motion was made by Sprenger and seconded by Bair to approve the following expenses with the motion carrying: Lake Region Electric (electrical usage), $803.45; Ottertail Power Company (electrical usage), $17.37 and $24.43; Venture Comm. (telephone), $92.29; Dakota Pump and Control (maintenance), $750.00; Reporter and Farmer (legal notices and office expenses) $126.63 and $30.00; Allen Fedje (payroll), $1,686.94 and $1,686.95; Mary Jo Button (payroll), $504.73; Terry Kulesa (payroll), $517.27; Quick Book Services (bank service charges), $1.75, $11.40, $25.00 and $5.25; Sioux Valley Coop Rosyln (maintenance), $1,251.49and $41.38; Web Water (maintenance expense), $35.00; IRS (Payroll Liabilities), $1,230.50; HR One Stop (maintenance supplies), $30.84, $55.66 and $31.44; Coteau Hills Construction (building costs), $45,273.29; One Call Systems (dig notice), $3.15 and $7.35; Cosco (misc. maintenance), $1117.55; Manards (maintenance supplies), $298.26; Hoffman Enterprises (pump and control maintenance), $7,800.00; SD Public Assurance Alliance (insurance), $162.50.**

**MAINTENANCE REPORT: Two minor calls last month involving floats and wiring.**

**OLD BUSINESS: Discussion held on proposed budget. Motion made by Finnesand and seconded by Sprenger to make final revisions and then approve the budget by email. Motion carried. Budget approved on October 22, 1917 @ 9:19 AM.**

**The generator for the PLSD building has been installed and is operational. Waiting on large generator which will be installed at the South end. Also waiting on the small portable generator which will be on the PLSD truck. Cost should be between $2,000 and $2,500.**

**One petition filed for Trustee position for 2018-2019. Consequently, there will be no election held this year.**

**Purchase of furniture for the PLSD building and storage shelving is completed.**

**Grass will be planted on the hill and small rock will be placed on the North side of the building to hold soil in place.**

**An updated letter and approved budget requesting $34,000.00 in tax allocations will be sent to Day county auditor.**

**NEW BUSINESS: A motion was made by Sprenger and seconded by Finnesand to authorize Fedj to sell surplus equipment. Motion carried.**

**The Board went into executive session at 9:30 to discuss personnel. Executive session ended at 9:42 AM.**

**NEXT MEETING: The next meeting will be held on Tuesday, November 14, at 9:00 AM at the PLSD building.**

**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 10:02 AM.**