PICKEREL LAKE SANITARY DISTRICT

2908 Peabody Avenue

Grenville, SD 57239

Email: info@PLSDistrict.org Telephone: 605-486-0069

TRUSTEE MEETING

October 12, 2018 @ 4:00 PM

PLSD BUILDING

**ATTENDANCE**: Meeting was called to order at 4:00 PM. Present were Trustees Craig Bair and Richard Sprenger; interim trustee Iver Finnesand. Also present were PLSD employees Al Fedje, Maintenance/Treasurer and Mary Finnesand, Clerk. Additionally, Peter Bendorf, Infra-Track, and Dan Loveland, PLC Board Member, were present for the first part of the meeting.

**MINUTES**: September minutes reviewed. Motion made by Finnesand; seconded by Sprenger to approve September 2018 minutes as recorded. Motion carried.

**MAINTENANCE REPORT:** Fedje reported there was a repair done on the small lift station at the east state part and additional work done on the Fogrod, so he will monitor to determine if it should be replaced. He started putting straw bales out and will finish up soon. No major issues

**TREASURER’S REPORT**: Financial report as of 09/30/2018 was presented by Al Fedje. The report reflects balances on hand as follows: Capital Improvement Savings - $32,884.37; General Checking $10,688.32; General Savings $82,169.84; Reserve & Replacement $124,044.31; for a total of $207,251. As of the meeting, there were two cabin owners who remained delinquent for the year, so they will be certified with Day county to be included in their tax assessment.

**SEPTEMBER EXPENSES:**

Maintenance Salary: Justin Carlson ($250.00); Maintenance Supplies: McMaster Carr ($194.24); Maintenance Telephone: Venture Communications ($45.14); Pump & Control Maintenance: Sioux Valley Coop ($51.85, $54.74, $48.42, $51.20), Milbank Winwater Works ($1,582.00, $510.00); Misc Maintenance: SD One Call ($4.20); Clerk Salary: Mary Finnesand ($574.33); Bank Service Charge: Dakotah Bank ($10.00); Office Supplies: Amazon ($11.95); Office Expense: Reporter & Farmer ($51.62, $56.03, $72.20), Intuit ($199.95); Telephone & Internet: Venture Communications ($47.14, $68.94); Payroll Expenses: QuickBooks Payroll Service ($1.75, $5.25); Allen Fedje ($2,163.58, $2,163.58); Payroll Liabilities: IRS ($1,187.16); Web Water ($37.52); Electrical Usage: LREA ($790.95), Ottertail (54.80); Building Expense: Sodak Pest Control ($80.00).

Motion made by Sprenger; seconded by Finnesand to accept the Treasurer’s Report and approve expenses. Motion carried.

**OLD BUSINESS:** Clerk Finnesand reported that trustee petitions are due October 15. As of meeting date, one petition received from interim trustee. If no additional petitions received by COB October 15, election will be cancelled with notification provided to the official newspaper. Excavation work has not begun on the main lift station at the south end; waiting on contractor to start the work. In addition to excavation work on the south end, the Board heard from Peter Bendorf, owner of Infra-Trak, a business that is able to camera the sanitary system to determine if any issues are present. If selected, the company will use cameras to assess the piping, identify issues, and make recommendations for repair. The Board discussed possible options and determined to table a decision until the November meeting once the company is able to provide an estimate to test a portion of the system as a starting point.

**NEW BUSINESS**: Board discussed possible need for cell phone service for the system manager. After much discussion, it was determined to keep the same system in place – main phone number is the office; with a message system that provides an emergency contact number. The Board discussed an issue with a neighbor accessing PLSD property without permission. Board will make sure corner marker is replaced to identify property lines and issue letter to the neighbor. PLC board member Dan Loveland approached the Board to thank PLSD for stuffing the PLC newsletter in the past billings. Dan also asked about sharing tips on maintaining healthy septic tanks on the PLSD website. Loveland conveyed PLC’s desire to conserve the water quality and thanked the Board for exploring the option to camera the piping to make sure there aren’t any issues with the 20-year-old system. The Board agreed to add septic tank resource information to the PLSD website.

**NEXT MEETING**: November 19, 2018, at 4:00pm at the District building.

**ADJOUNRMENT**: Meeting ended at 5:30 PM. Sprenger made motion and Finnesand seconded to adjourn.

Submitted by Mary Finnesand, PLSD Clerk