PICKEREL LAKE SANITARY DISTRICT

2908 Peabody Avenue

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TRUSTEE MEETING

September 13, 2019 @ 4:00 PM

PLSD BUILDING

**ATTENDANCE**: Meeting was called to order at 4:00 PM. Present were Trustees Craig Bair, Richard Sprenger and Iver Finnesand. Also present were PLSD employees Al Fedje, Maintenance/Treasurer and Mary Finnesand, Clerk.

**MINUTES**: August 2019 minutes were reviewed. Motion to approve as reviewed by Sprenger; seconded by Finnesand Motion passed.

**MAINTENANCE REPORT:** Fedje reported multiple repairs during August including work done at the East State Park, N Dulynn and Peabody areas, plus repairs on personal lift stations for two cabins. In addition, multiple locates were completed related to fiber optic installation work being done around the lake by Venture Communications. Fedje also reported that the insurance claim for sewer backup was denied based on findings that PLSD did not act negligently in a blocked sewer line that caused backup in one cabin.

**TREASURER’S REPORT**: Fedje presented financial reports as of 8/31/2019. The report reflects balances on hand as follows: Capital Improvement Savings $23,212.53; General Checking $3,109.48; General Savings $70,597.49; Reserve & Replacement $135,717.18; for a total of $232,636.68. Financial statements and accounts receivable reviewed. Motion to approve financial statements and expense by Sprenger; seconded by Finnesand. Motion passed.

**AUGUST EXPENSES:**

Maintenance Salary: Justin Carlson ($250.00); Maintenance Telephone: Venture Communications ($44.93); Pump & Control Maintenance: Dakota Pump ($1,974.49, $295.92, $551.02, $1,494.90), Mayou Electric ($1,407.00), Sioux Valley Coop ($61.19, $34.82, $54.67, $43.92), Hahler Automotive ($44.02); Maintenance Supplies: Menards ($11.69); Misc Maintenance: SD One Call ($118.65); Clerk Salary: Mary Finnesand ($574.33); Bank Service Charge: Dakotah Bank ($10.00); Telephone & Internet: Venture Communications ($49.88, $68.94); Office Supplies: Reporter & Farmer ($16.30), Roslyn Post Office ($165.00); Payroll Expenses: QuickBooks Payroll Service ($1.86, $5.59); Allen Fedje ($2,163.58, $2,163.58); Payroll Liabilities: IRS ($1,182.18); Electrical Usage: LREA ($883.11).

**OLD BUSINESS:** Fedje reported that Bill Thorson with SDARWS will review camera footage created by Hydro-Klean to help locate an area in the East State Park line that will be repaired. The camera inspection revealed a slight bend in the line that is not leaking; however, could be replaced proactively to avoid future issues. The work will be completed next year. Manhole rehabilitation will be completed in Spring of 2020 based on the estimate received from Hydro-Klean. Fedje also reported that he contacted Infra-Track to let them know PLSD would not need all the services previously proposed for pressure lines based on findings from Hydro-Klean work completed on the gravity lines. Pump run times dropped significantly for the East State Park pump after updating pump components. Fedje will update the pump run time information quarterly beginning September 30th, so the charts will be updated and posted to the PLSD website. PLSD received one bid for snow removal for the 2019/2020 winter. The Board agreed to accept the bid and will secure a written contract from the party before the season begins.

**NEW BUSINESS**: No new business brought before the Board.

**NEXT MEETING**: Per established schedule, next meeting is October 18, 2019 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.

**ADJOUNRMENT**: Meeting ended at 4:45pm. Finnesand made motion and Sprenger seconded to adjourn. Motion passed.

Submitted by Mary Finnesand, PLSD Clerk