PICKEREL LAKE SANITARY DISTRICT

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TRUSTEE MEETING

August 17, 2018 @ 4:00 PM

PLSD BUILDING

**ATTENDANCE**: Meeting was called to order at 4:05 PM. Present were Trustees Craig Bair and Richard Sprenger; Iver Finnesand. Also present were PLSD employees Al Fedje, Maintenance/Treasurer and Mary Finnesand, Clerk.

**MINUTES**: The Board reviewed the July minutes. Motion was made by Sprenger and seconded by Finnesand to approve the July 2018 minutes as recorded. Motion carried.

**MAINTENANCE REPORT:** Fedje reported minor issues with small pumps in July causing 1 – 2 pumps to be replaced every 10 days.

**TREASURER’S REPORT**: Financial report as of 07/31/218 was presented by Al Fedje. The report reflects balances on hand as follows: Capital Improvement Savings - $24,263; General Checking $10,489; General Savings $62,116; Reserve & Replacement $124,876; for a total of $221,744. As of the meeting, there were three cabin owners who hadn’t paid their March invoice. Fedje reported that another notice was issued the prior week and if not paid with the September billing, they would be certified with the county to be included in their tax assessment.

**JULY EXPENSES:**

Service Charge: Dakotah Bank ($10.00); Maintenance Salary: Justin Carlson ($250.00); Maintenance Supplies: Menards ($154.13), McMaster Carr ($124.39), Uline ($173.33); Maintenance Telephone: Venture Communications ($44.36); Pump & Control Maintenance: HR One Stop ($50.73), Sioux Valley Coop ($58.22, $61.07); Twin Valley Tire ($933.93), Milbank Winwater Works ($796.00, $520.00), Elite Drain & Sewer Cleaning ($296.50), Dakota Pump & Control ($117.00); Clerk Salary: Mary Finnesand($574.33); Telephone & Internet: Venture Communications ($46.87, $68.94); Payroll Expenses: QuickBooks Payroll Service ($1.75, $1.75, $5.25); Allen Fedje ($2,163.58, $2,163.58); Payroll Liabilities: IRS ($1,187.18); Web Water ($38.20).

A motion was made by Finnesand and seconded by Sprenger to accept the Treasurer’s Report and approved expenses. Motion carried.

**OLD BUSINESS:** Fedje provided update on disposal of surplus property – one party purchased all surplus property for the amount of $2,200. Mary Finnesand reported that she attended the PLC annual meeting on August 10 and secured several cell numbers. The September billings will include a note to provide a cell number for the alert system. The Clerk will continue to work on gathering numbers.

Fedje presented a revised proposed budget for 2019 to the Board for approval. The 2019 figures are consistent with the 2018 budget. A motion was made to approve the 2019 budget by Finnesand and seconded by Sprenger. Motion carried. The 2019 budget will be posted on the PLSD website.

**NEW BUSINESS**: Fedje presented an estimate to purchase 10 spare personal pumps at a discounted price of $710 per pump. The purchase will bring the inventory to a level necessary to get through the winter. The Board approved purchase of additional pumps with motion made by Sprenger and seconded by Finnesand.

The clerk reported that the trustee election will be held November 6, 2018, if more than one petition is received. The notice of vacancy will be posted in the official newspaper the first week in September. Vacancy information will also be posted to the news section of the website. Interested parties may download a copy of the petition or request one from the Clerk.

**NEXT MEETING**: September 7, 2018, at 4:00pm at the District building.

**ADJOUNRMENT**: Meeting ended at 4:50 PM. Sprenger made motion and Finnesand seconded to adjourn.

Submitted by Mary Finnesand, PLSD Clerk