PICKEREL LAKE SANITARY DISTRICT

2908 Peabody Avenue

Grenville, SD 57239

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TRUSTEE MEETING

July 12, 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. Dan Loveland, representing the PLC and the south end homeowners, attended the meeting.

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

**MAINTENANCE REPORT:** Fedje reported two calls during June for personal lift stations that needed repair. Current issues over the July 4th holiday included sewer backup reported by a cabin located on Bass Beach. Upon inspection, it was determined that a PLSD line had plugged. The line was jetted to resolve the issue. The cabin owner will submit a claim for clean-up.

**TREASURER’S REPORT**: Fedje presented financial reports as of 6/30/2019. The report reflects balances on hand as follows: Capital Improvement Savings $22,841.67; General Checking $5,638.82; General Savings $96,523.49; Reserve & Replacement $156,177.85; for a total of $281,181.83. Financial statements and accounts receivable reviewed.

**JUNE EXPENSES:**

Maintenance Salary: Justin Carlson ($396.00); Maintenance Telephone: Venture Communications ($44.24); Pump & Control Maintenance: Milbank Winwater ($3,237.04), Scott’s Lumber ($160.00, $300.00), Sioux Valley Coop ($31.63, $46.51, $34.62, $31.24, $38.48, $63.52, $44.93); Maintenance Supplies: Amazon ($28.85), Menards ($181.99), McMaster Carr ($233.36), A&S Hardware ($54.98); Misc Maintenance: SD One Call ($5.25); Clerk Salary: Mary Finnesand ($574.33); Bank Service Charge: Dakotah Bank ($10.00); Telephone & Internet: Venture Communications ($47.38, $68.94); Office Expense: Report & Farmer ($28.49); 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 ($1,218.43), Ottertail ($33.64, $46.57); WEB Water ($37.21).

Brief discussion held regarding Hydro-Klean’s current bill since it was approximately $3,000 more than the original estimate. Additional costs included use of a water truck – no concerns from the Board. Motion made by Sprenger; seconded by Finnesand to accept the Treasurer’s Report and approve current expenses. Motion carried.

**OLD BUSINESS:** Fedje reported on the work down by Hydro-Klean the week prior to the July 4th holiday. A detailed camera report and video provided by Hydro-Klean for all gravity lines. Overall, the gravity lines are in good condition with only a few items to address. There is one service line with a small leak that isn’t urgent but will be repaired soon. Many of the manholes will need to be rehabilitated to restore the lining due to their age. Hydro-Klean will provide an estimate to repair the manholes. Fedje followed up with Infra-Trak regarding the pressure lines. They plan to come up in July to assess the scope of the work and possibly clean and camera those lines in August. They will focus on the one-mile stretch of pressure line that extends from the East State Park to the gravity line at the South End. The Board discussed the need for a system map that only identifies each manhole. Helms & Associates are able to produce the map with the information they have on file along with the Hydro-Klean camera report. Motion made by Bair and seconded by Sprenger to secure a map from Helms. The Board briefly discussed the pump usage charts and will review them again once the charts are updated with run times after all the lines have been inspected. The charts will be posted to the website once the updates have been completed.

The Board revisited the 2020 budget discussion and determined that new items should be added for snow removal and transfer from Reserve & Replacement funds to address system updates.

**NEW BUSINESS**: The Board briefly discussed possible options to track repairs down to the pumps to highlight any repair trends. Determine that the pump hours chart can be used to also address repairs completed. Dan Loveland addressed the Board to let PLSD know that the South End association has hired an engineer to review the drainage and road situation at the south end of the lake. They will reach out to Fedje with questions as part of the review process and provide final feedback once the work is complete.

**NEXT MEETING**: Per established schedule, next meeting is August 9, 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. Sprenger made motion and Finnesand seconded to adjourn. Motion passed.

Submitted by Mary Finnesand, PLSD Clerk