PICKEREL LAKE SANITARY DISTRICT

2908 Peabody Avenue

Grenville, SD 57239

[www.PLSDristrict.org](http://www.PLSDristrict.org)

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

TRUSTEE MEETING

May 10, 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**: April 2019 minutes were reviewed. Motion to approve by Sprenger; seconded by Finnesand. Motion passed. Note: Unapproved minutes are posted to the District’s website within 5 days of each meeting. Minutes will no longer be published in the local newspaper since they are available on the District website.

**MAINTENANCE REPORT:** Spring maintenance has been completed; which included checking lights on all lift stations. The pump truck has been repaired and is operational again.

**TREASURER’S REPORT**: Financial report as of 4/30/2019 was presented by Al Fedje. The report reflects balances on hand as follows: Capital Improvement Savings $19,921.03; General Checking $21,504.69; General Savings $89,431.08; Reserve & Replacement $153,414.55; for a total of $284,275.35. Financial statements and accounts payable reviewed.

**APRIL EXPENSES:**

Maintenance Salary: Justin Carlson ($250.00); Maintenance Telephone: Venture Communications ($44.40); Maintenance Supplies: Amazon ($231.67), McMaster Carr ($88.12, $81.01); Pump & Control Maintenance: Amazon ($30.29), Sioux Valley Coop ($42.01, $22.52, $88.70, $45.10, $66.82), HR One Stop ($35.77), AWS ($314.97), Snow Removal ($400.00 Bair & Finnesand, $250.00, $150.00 Kulesa); Clerk Salary: Mary Finnesand ($574.33); Bank Service Charge: Dakotah Bank ($10.00); Telephone & Internet: Venture Communications ($48.68, $68.94); Payroll Expenses: QuickBooks Payroll Service ($1.86, $5.59); Allen Fedje ($2,163.58, $2,163.58); Payroll Liabilities: IRS ($1,182.16); Electrical Usage: LREA ($1012.22), Ottertail ($28.34, $24.66); WEB Water ($37.16).

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

**OLD BUSINESS:** The Board discussed bid requirements for snow removal next winter. Preliminary bid notice will be prepared for June meeting. The Board discussed camera proposal from South Dakota Association of Rural Water Systems (SDARWS) to camera the west and south sides of the system for an initial assessment. Depending on weather conditions work could commence late May or early June. Based on the findings, next steps will be discussed during the June meeting. Motion made by Finnesand to accept SDARWS proposal and move ahead with initial assessment; Sprenger seconded the motion. Motion passed.

**NEW BUSINESS**: The Board discussed control panel replacement proposal and agreed to table the discussion until the initial camera work has been completed. Reviewed initial pump analysis data compiled by Fedje. Board requested summary charts to highlight any trends by pump or time of year. Summary charts will be presented at the June meeting. Final data will be added to the website once approved. Board requested truck mileage to be included with the monthly maintenance information shared by Fedje each month. The Board also discussed the need for signage on the truck; requested Fedje to move ahead with purchasing appropriate signage.

**NEXT MEETING**: Per established schedule, next meeting is June 14, 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