

**MINUTES OF THE REGULAR MEETING OF
BOARD MEMBERS OF THE
LAKE WASHINGTON SANITARY DISTRICT
October 10, 2022**

1. Call to Order

Chairperson Bob Schmillen called the Regular Meeting of the Board at 7:00 p.m. on Monday October 10, 2022. The meeting was held at the Mankato Regional Conference Room, at 3030 Airport Road Mankato, MN 56001. This meeting may not be recorded or broadcast.

2. Roll Call

Present: Bob Schmillen, Tom Dougan, James Halbur, Paul Aukes and Randy Westman
Absent

3. Review and approval of the agenda

Resolution 22:21: Member Aukes moved to approve the agenda. Upon a second from Dougan, the motion passed by a vote of 4 in favor, 0 against, 0 abstaining.

4. Review and approval of the Minutes of the September 12, 2022, Regular Meeting

Resolution 22:22: Member Aukes moved to approve the minutes of the August 8, 2022, Regular Meeting. Upon a second from Dougan, the motion passed by a vote of 4 in favor, 0 against, 0 abstaining.

5. Officers' reports

a. Chair – Bob Schmillen

- None

b. Vice- Chair Paul Aukes

- Mowing of the Lift Station are satisfactory. Ballantyne can be mowed wider.

c. Treasurer

- Halbur has looked at the reports, nothing out of order.
- Cash Activity Report - Beginning Balance on Sept 8, 2022, was 1,206,752.82
Ending Cash Balance as of 9-30-22 was 1,269,698.95 Payments due 104,758.80
Ending Balance as of 10-06-22 was 1,164,940.15

Resolution 22:23 Halbur presented a motion to approve the payment of bills listed on the cash activity report. Upon a second from Dougan. The motion passed by a vote of 4 in favor, 0 against, 0 abstaining.

- Reviewed Profit & Loss/ Balance Sheet for September 30, 2022.

Resolution 22.24 Halbur moved to approve the September 30, 2022, Balance Sheet, and Income Statements. Upon a second from Dougan, the motion passed by a vote of 4 in favor, 0 against, 0 abstaining.

d. Secretary

- none

6. Open forum for Constituents

- None

7. Old Business

- **After Hours Rate due to Customer Fault**
- Discussion was held on last year's surcharge and after hour fees and weekend/holiday fees. Base rate is currently \$145.00

Resolution 22.25 Dougan moved to approve the After Hours Policy as presented. Upon a second from Halbur, the motion passed by a vote of 4 in favor, 0 against, 0 abstaining.

- After Hours Rate will now be Time and 1/2
- Weekend/Holiday Rate will be Double Time
- Charges will be from portal to portal

- **LIFT STATION #1** We have a bid from Ellingson for a maintenance bypass on Station 1. This will allow all future repairs to be made. The station is currently running on 1 pump due to a base elbow problem on both ends of the pipe. The bid is 71,875.00. Includes everything except the fencing. Discussion was held on the option of installing bypasses on all lift stations in the future. Bonding options were discussed. It is imperative that this repair gets done before fall. The repair will be made from available cash. Halbur will talk to Abdo regarding available cash and any effect it may have on our bond rating for next year.

Resolution 22.26 Dougan moved to approve the repairs to Lift Station #1 repairs as presented. Upon a second from Aukes, the motion passed by a vote of 4 in favor, 0 against, 0 abstaining. Addendum to the motion, pending direction from our auditor and accountant.

- An update on the Madison Lake Fredrichs property. Our attorney has sent out the last letter. The camper is closed up for the season.
- Workers Comp and Property & Casualty Insurance is done with the League of MN
- Reggie Reed is interested in replacing Randy Westman on the board.
- Pickup Bids were not successful due to lack of inventory. Snell Motors is the only response. Shane will be getting tires before winter, and we will wait for the supply chain to straighten out.

8. New Business

- None

9. Maintenance

- Josh from the City of Mankato, is watching the flow meter and looking at calibration.
Pump timeline is now around 10 weeks. We currently have 45 pumps in stock. 2 to 3 will be used to finish projects before fall.

10. Calendar

- **Submit to the Board the List of Delinquent Utility Bills**
There at 5,662.33 in 90+ Bills.
Certified Notices of Delinquent Notices will be sent to all 90+ customers.

11. Discuss Agenda for November 14, 2022, Meeting

- Review Utility Rates

12. Adjournment

- Schmillen moved to adjourn Seconded by Dougan.
The Meeting was adjourned at 7:45 p.m.

Respectfully Submitted

Carol Howard
Secretary of the Lake Washington Sanitary District