**Moose Lake-Windemere Area Sanitary Sewer District**

**Approved Regular Meeting Minutes**

**May 18, 2016**

**@MLWSSD Office**

1. The regular meeting of the MLWSSD was called to order on May 18, 2016 at 5:32 p.m. by Chairman Kuster. Those in attendance included: Cliff Koski, Henry Gretsfeld, Eric Nielsen, and Byron Kuster. Joan Strandlie was absent from the meeting. Also in attendance were Executive Director Darla Hall and Superintendent Keith Newman.

2. Approval of the Agenda: Motion was made by Koski second by Gretsfeld to approve the agenda as written. Motion carried 4/0.

3. Guests: None scheduled.

4. Approval of Minutes: The District minutes were reviewed and it was noted that first line on page 2 should be changed to remove Hogan’s Acres and just read north end of Sturgeon Lake. Motion was then made by Nielsen second by Gretsfeld to approve the April 26, 2016 Regular Meeting Minutes of the MLWSSD as corrected. Motion carried 4/0.

5. Executive Directors Report:

 a. Contract Changes with City of Moose Lake: Director Hall discussed the letter that had been sent to the City of Moose Lake regarding suggested contract changes. She noted that Interim City Administrator Jean Hedin asked that the District hold off a few more weeks until the new City Administrator gets on board before discussing further.

6. Superintendent Report: See written report as prepared by Superintendent Newman. Keith noted that the new 5HP pumps were installed at station “G” and has made a big difference. The old pumps were sent back with Quality Flow for cleaning and getting checked over before storage as they can be used at other lift stations. Keith to check with City of Moose Lake to see if they can store the pumps for the District.

 a. Cleaning/Televising Project: Superintendent Newman noted that Visu-Sewer has started the cleaning and wet televising today beginning at section A.

 b. Sewer Inspections: Newman has started the sewer inspection in the Kenwood North area and is currently about ½ complete. As of today he hasn’t found anything non-compliant and suggested the District may need to have smoke testing done to check the lateral lines between the homes and the main. It was suggested to perhaps work with the City on a cost share to get it done. Keith noted that Phil Entner was going to talk to Visu-Sewer to get some pricing for the city side of the road.

7. Treasurers Report: In the absence of Treasurer Strandlie, Hall reviewed the balance sheet and profit and loss statement with the Board for the month of April. Balance in checking on April 30, 2016 was $69,868.25. She noted that a CD has come due at Members Credit Union that needs to be signed off on to move over to FNB for reinvestment. As it needs two signatures, Koski and Kuster will sign off on. Claims in the amount of $21,076.98 were submitted for payment which include three EFT payments and check numbers 11158 thru 11175. Gretsfeld motioned Nielsen second to approve the treasurers’ report and payment of check numbers 11158 thru 11175 as well as the three EFT payments for a total amount of $21,076.98. Motion carried 4/0.

8. Old Business:

 a. Flow Numbers: Hall noted the flow meter was now recording and the average daily flow for period of May 1 thru 17th was 68,230 gpd which does not include Kenwood North.

 b. Survey/Island Lake: Koski had attended the Lake and Landowners board meeting on May 7th and indicated they were very supportive of sending out the survey. They did make a few suggestion in that concentrating on Island Lake would be the best option since they felt the water quality to be the worst of the two lakes. They also questioned if the grinder pumps would add extra fees for maintenance etc. and if that information should be included in survey. Board decided that would be something to be determined later depending on who owns the pump, the homeowner or the District. The Association will bring up the survey at their next meeting in June to let people know its coming and suggested the District mail them out around the same time as the meeting.

9. New Business: None to discuss

10. Adjourn: There being no further business to discuss a motion was made by Gretsfeld second by Koski to adjourn the meeting. The motion carried and the meeting adjourned at 6:25 p.m.

Minutes by Darla Hall, Executive Director