**Moose Lake Windemere Area Sanitary Sewer District**

**Approved Regular Meeting Minutes**

**May 15, 2019**

**@ MLWSSD Office**

1. The regular meeting of the MLWSSD was held on May 15, 2019 at the District Office. In the absence of Chairman Kuster, Vice Chairman Koski called the meeting to order at 5:33 p.m. Those members in attendance included: Vice Chairman Cliff Koski, Clair Strandlie, Henry Gretsfeld and Eric Nielsen. Also in attendance were: Executive Director Darla Hall and Superintendent Keith Newman.

2. Approval of the Agenda: There being no changes to the agenda a motion was made by Strandlie second by Gretsfeld to approve the agenda as written. Motion carried 4/0.

3. Guests: None Scheduled

4. Approval of Minutes: District reviewed the Regular Meeting Minutes of April 17, 2019 Meeting. Motion was then made by Gretsfeld second by Strandlie to approve the Regular Meeting Minutes of April 17, 2019 as written. Motion carried 4/0.

5. Executive Directors Report:

a. Lateral Line Inspection Continue Discussion: Tabled until next meeting.

6. Superintendent Report: See written report prepared by Superintendent Newman.

Keith informed the board that Leeray Horton has been discussing a sewer connection on a parcel located on West Frontage Road (33.0123.000). Newman informed the property owner he would need to check with zoning first to see if the lot is even buildable and would need to obtain an easement from the neighboring property owners to obtain access to the district main. Keith also suggested they consider obtaining an additional temporary construction easement. At this time the property is very wet. This parcel is the last property that could be connected on that line.

Superintendent Newman spoke with Visu-Sewer about beginning the work on the balance of the sewer line in Unit 2. A tentative date has been set for June 3rd depending on weather.

7. Treasurers Report: Treasurer Nielsen reviewed the profit and loss statement and balance sheet with the District for the month of April. Balance in checking on April 30, 2019 was $18,612.67. Nielsen had been in to review the bank statements and reconciliation and found the books to be in order. Claims submitted for today include three EFT payments as well as check numbers 11818 thru 11835 for a total amount of $15,710.60. It was also noted that $25,000 had been transferred from checking to the money market savings account during the month. Motion was made by Strandlie second by Gretsfeld to approve the treasurer’s report as presented as well as payment of the claims to include three EFT payments as well as check numbers 11818 thru 11835 for a total amount of $15,710.60. Motion carried 4/0. Treasurer Nielsen will bring bank information and July’s CD rate information to the next meeting as its coming due then.

8. Old Business

a. Flow Numbers: Director Hall reported that the average daily flow for the month of April was 96,304.

9. New Business: None to discuss.

10. Adjourn: There being no further business to discuss a motion was made by Strandlie second by Gretsfeld to adjourn the meeting. The motion carried and the meeting adjourned at 6:13 p.m.

Minutes by Darla Hall, Executive Director