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

**Special Organizational Meeting**

**Approved Minutes**

**January 15, 2020**

**5:00 p.m. @ MLWSSD Office**

1. The Special Organizational Meeting was called to order at 5:00 p.m. by Chairman Kuster at the MLWSSD office. Members present were: Cliff Koski, Eric Nielsen, Henry Gretsfeld, Byron Kuster and Clair Strandlie. Also present were: Executive Director Darla Hall and Superintendent Keith Newman.

2. Agenda: There being no changes to the agenda a motion was made by Gretsfeld second by Strandlie to approve the agenda as written. Motion carried 5/0.

3. Nominate and Vote for Chair, Vice Chair and Treasurer: Motion was made by Gretsfeld second by Strandlie to go with a white paper ballot and keep the positions of Chairman, Vice Chairman and Treasurer with the same individuals as last year. There being no objections or changes the motion carried 5/0. All officers to remain the same for 2020 which are Byron Kuster Chairman, Cliff Koski Vice-Chairman and Treasurer, Eric Nielsen.

4. Select: Legal Paper, Bank, Legal Counsel, Auditor and Engineer. Motion was made by Strandlie second by Koski to leave the legal paper, bank, legal counsel, auditor and engineer the same for 2020. Motion carried 5/0. Legal Paper will remain as Star Gazette, Bank will remain as First National, Legal Counsel will remain as Mia Thibodeau – Fryberger, Buchanan, Smith & Fredrick, Auditing Firm will remain Wipfli, LLP and Engineering Firm, Kelly Yahnke, Bolton & Menk.

5. Signing of New Signature Cards - There being no changes in Officers for 2020, no new signature cards were needed to be signed. Those on the 2016 signature cards remain in effect.

6. Update MN Warn Contact Information for 2020 – Contact information remains as Chairman Byron Kuster, Superintendent Keith Newman, and Executive Director Darla Hall.

7. Directors Performance Review: Chairman Kuster commented that he had not gotten the performance review done but a draft would be coming for an upcoming meeting once reviewed by board members.

8. Set Regular Meeting Dates and Times: Meetings continue to be held on the 3rd Wednesday of the month at the District Offices with the meeting start time of 5:30 p.m. Hall to post proper notice.

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 5/0 and the meeting adjourned at 5:10 p.m.

Minutes by Darla Hall, Executive Director