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

**Special Organizational Meeting**

**Approved Minutes**

**January 20, 2021**

**5:00 p.m. held via Conference Call**

1. Due to the recent increase in COVID-19 cases, the Special Organizational Meeting of the MLWSSD was held on Wednesday, January 20, 2021 via conference call. Proper posting guidelines were followed. Chairman Kuster called the meeting to order at 5:02 p.m. 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 2021 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 Gretsfeld to leave the legal paper, bank, legal counsel, auditor and engineer the same for 2021. 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 2021, 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 2021 – Contact information remains as Chairman Byron Kuster, Superintendent Keith Newman, and Executive Director Darla Hall.

7. Set Regular Meeting Dates and Times: Motion was made by Strandlie second by Koski to have the MLWSSD 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. Motion carried 5/0. Hall to post proper notice.

8. Adjourn: There being no further business to discuss a motion was made by Gretsfeld second by Strandlie to adjourn the meeting. The motion carried 5/0 and the meeting adjourned at 5:05 p.m.

Minutes by Darla Hall, Executive Director