**Moose Lake Windemere Area Sanitary Sewer District**

**Approved Organizational Meeting Minutes**

**January 17, 2024**

**@ MLWSSD Office**

1**.**  The Organizational Meeting of the Moose Lake Windemere Sanitary Sewer District was called to order at 5:08 p.m. by Executive Director Darla Hall. Members present included: Byron Kuster, Clair Strandlie, Eric Nielsen and Paula Engstrom. Also present were Superintendent Keith Newman and Erin Lambert, Attorney for Sand Lake Resort. Bruce Lourey was contacted via phone as he was not present.

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

3. Nominations and Vote for Chair, Vice Chair and Treasurer - Director Hall asked for nominations and a vote for Chair, Vice Chair and Treasurer for the year 2024. Motion was made by Strandlie to nominate and vote Kuster as Chair, Lourey as Vice Chair and Nielsen as Treasurer. As Lourey was not present at the meeting, Kuster contacted him via phone to verify if he was willing to consider serving in the Vice Chair position. Lourey would accept. There being no other nominations, motion was seconded by Engstrom. Motion carried 4/0. Chairman Kuster took over the meeting.

4. Board discussed selection of the legal paper, bank, legal advisor, auditor and engineer for the year 2024. Motion was made by Strandlie second by Nielsen to keep the same as 2023. Star Gazette, legal paper; First National Bank of Moose Lake, bank; Fryberger, Buchanan, Smith & Fredrick, Mia Thibodeau, attorney; Wipfli, LLP, auditor; Bolton & Menk, Kelly Yahnke, engineer. Motion carried 4/0.

5. Signing of Signature Cards – Director Hall will contact the bank and have a new signature prepared for the next meeting for signing.

6. Update MN Warn Contact Information – If Necessary: Chairman Kuster, Director Hall and Superintendent Keith Newman are contacts. No change necessary.

7. Set Regular Meeting Dates and Times: Motion by Nielsen second by Strandlie to set the regular meeting date of the Moose Lake Windemere Sanitary Sewer District as the third Wednesday of the month at 5:30 p.m. at the District office located at 304 ½ Elm Avenue Moose Lake, Mn. Motion carried 4/0.

8. Motion by Strandlie second by Engstrom to adjourn the meeting, motion carried, and the meeting adjourned at 5:15 p.m.

Minutes by Darla Hall, Executive Director