

January 2, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan gave maintenance report – routine maintenance was performed in the District. Dan will have Wally clean out lift stations – snow is getting pretty high.

Carrie gave Trustees checks to sign for previous bills okayed for payment. Checks were signed. They will be distributed to proper vendors. Time cards for employees were canvassed by Trustees. Pat made motion and Steve seconded motion to pay employees per time cards. Paychecks were written, signed by Trustees and distributed to employees. Trustees received end-of-year 2019 financial report. Trustees discussed several categories and what those categories cover per the appropriations ordinance. A few questions remained unable to be answered at this time so Carrie will research those categories and get back to Trustees. Pat made motion and Steve seconded motion to accept financial report. All Trustees voted aye.

Election of officers for year 2020 were held. Steve made motion to elect Kathy President; Pat seconded motion. All Trustees voted aye. Pat made motion to elect Steve Vice President. Kathy seconded motion. All Trustees voted aye. Employee positions will remain the same. Officers and office positions are as follows for year 2020:

President – Kathy Wahl

Vice President – Steve Salwei

Clerk – Kathy Wahl

Bookkeeper – Carrie Weisenburger

Maintenance Manager – Dan Thayer

Minutes from meeting dated December 19, 2019 were read. Pat made motion and Steve seconded motion to accept minutes as written. All Trustees voted aye.

Since there are five (5) weeks in the month of January it was decided to meet 01-23-2020 to insure better coverage for payment of bills for the month.

Since no further business came before the Board for discussion Steve made motion and Pat seconded motion to adjourn meeting at 8:25 p.m. All Trustees voted aye. Meeting was adjourned.

January 23, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

In Dan's absence, Kathy reported trouble at South Shore lift station this week. Dan called Dakota Pump. Dakota Pump recommended update to system; present system is obsolete and getting harder to fix. Will send an estimate for update. Regular maintenance was performed to district route; still waiting for replacement light bulbs for panels.

Trustees discussed 2020 Wastewater operator contract. Pat made motion; Steve seconded motion to accept 2020 contract. All Trustees voted aye.

Trustees discussed Dakota Pump contract for yearly maintenance. Steve made motion and Pat seconded motion to accept maintenance contract. All Trustees voted aye.

Carrie presented Trustees with checks to sign for payment of invoices previously okayed. All checks were signed and will be distributed. Carrie gave bank statements of accounts to Trustees. They were discussed. Pat made motion and Steve seconded motion to accept bank account statements.

Since no further business came before the Trustees for discussion, Steve made motion and Pat seconded motion to adjourn meeting at 8:00 p.m. All Trustees voted aye. Meeting was adjourned.

February 6, 2020

Present: Kathy Wahl, Pat Keatts, and Dan Thayer

Also present: Andy VanSteenwyk and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported trouble again with South Shore lift station. Dakota Pump was called for maintenance. Seal on North station checked out fine, West station seal was replaced. Recommendation from Dakota Pump is to update system to alleviate current problems. Bid will be given to District for consideration. Andy will check with other vendors for additional bids to update system.

Andy doing regular maintenance to system. Everything okay.

Carrie gave Trustees timecards of employees for their consideration. Timecards were discussed. Pat made motion and Dan seconded motion to accept timecards for payroll. Checks were signed by Trustees and distributed. Checks for bills previously okayed for payment were given to Trustees for their signature. Checks were signed and will be distributed.

Minutes dated January 23, 2020 were read. Dan made motion and Pat seconded motion to accept minutes as written. All Trustees voted aye.

Since no further business came before the Board for consideration, Dan made motion and Pat seconded motion to adjourn meeting at 8:00 p.m. All Trustees voted aye. Meeting was adjourned.

February 20, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer and Carrie Weisenburger

Dan reported on district maintenance—South Shore lift station still giving him trouble. Trustees discussed updating add-a-phase; no conclusion yet as to work being done and by whom.

Dan performed regular maintenance to the District. Steve reported a possible break in an air release valve west of boat landing and snowhill area. Dan will check it out and alert Andy.

Carrie gave Trustees checks to sign to pay invoices that were previously okayed for payment. Checks were signed and will be distributed.

Kathy discussed balance in savings and depreciation accounts. Pat made motion and Steve seconded motion to purchase a CD valued at \$25,000.00 from each account. Kathy will take care of purchase of CD's as interest is 2.1% for 19 months.

Minutes of previous meeting dated February 6, 2020 were read. Dan made motion and Pat seconded motion to accept minutes as written. All Trustees voted aye.

Since no further business was brought before the Board for discussion Pat made motion and Steve seconded motion to adjourn meeting at 8:00 p.m. All Trustees voted aye. Meeting was adjourned.

MARCH 5, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported that Andy is getting parts for the air release valve west of the recreation area and will be repairing it as soon as parts are together. He also stated that South Shore lift station is currently running on pump #1. Dan spoke with Jim Kramp and is awaiting an estimate to update south short station. Dan performed normal maintenance to the District.

Carrie gave Trustees employee time cards. They were reviewed by Trustees. Pat made motion and Steve seconded motion to pay wages as specified by time cards. Checks were written for payment to employees and distributed. Carrie also gave checks to Trustees to sign for bills previously okayed for payment. Checks were signed and will be distributed.

Minutes of previous meeting dated February 20, 2020 were read. Steve made motion and Pat seconded motion to accept minutes as written.

Since no further business was brought before the Board for discussion, Steve made motion and Pat seconded motion to adjourn meeting at 8:00 p.m. All Trustees voted aye. Meeting was adjourned.

March 19, 2020

Present: Kathy Wahl, Patrick Keatts, and Steve Salwei

Also present: Dan Thayer and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 P.M.

Dan discussed meeting with Jim Kramp and his bid to update South Shore liftstation. Pat made motion and Steve seconded motion to hire Mr. Kramp to do the work. All Trustees voted aye. Mr. Kramp will send a hard copy of his bid to be signed and delivered.

Dan performed regular maintenance work throughout the District. Pumps with the exception of South Shore are running as expected. He reported Andy repaired the air release valve on North Bridge and west of the recreation area.

Carrie gave Trustees checks to sign for invoices previously okayed for payment. Checks were signed and will be distributed. Pat made motion and Steve seconded motion to pay all bills in full presented for payment. All Trustees voted aye.

Minutes of meeting dated March 5 were read. Pat made motion and Steve seconded motion to accept minutes as written.

Since no further business came before the Board for discussion, Steve made motion and Pat seconded motion to adjourn meeting at 8:00 p.m. All Trustees voted aye. Meeting was adjourned.

April 16, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported pumps are running high; homeowners must be pumping their sump pumps into the system. Kathy will send e-mail to homeowners to make sure their sump pumps are being pumped outside and not down their sewer system. Dan performed regular maintenance to the District; no other problems to report.

Carrie presented Trustees with checks to be signed for bills previously okayed for payment. Checks were signed and will be distributed. Carrie reported she and Kathy will be starting audit work for year 2018/2019 in May. Extra hours will be required to gather reports and do paperwork for EideBailly. Pat made motion and Steve seconded motion to okay extra hours. All Trustees voted aye.

Minutes of previous meeting dated April 2, 2020 were read. Steve made motion and Pat seconded motion to accept minutes as written. All Trustees voted aye.

Kathy reported several homes are being sold – will update directory and publish it for Trustees.

Since no further business came before the Board for discussion; Pat made motion and Steve seconded motion to adjourn meeting at 8:00 p.m. All Trustees voted aye. Meeting was adjourned.

May 7, 2020

Present: Kathy Wahl, Pat Keatts and Steve Salwei

Also present: Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Due to Dan's absence, Carrie reported pumps are all running good-no maintenance problems. Dan did routine maintenance for District. Kathy reported there has been no work started as yet by Jim Kramp on South Shore lift station.

Carrie presented Trustees with timecards for employees. Timecards were canvassed. Steve made motion and Pat seconded motion to accept timecards. Checks for wages were signed and distributed.

Balance report was presented to Trustees. It was discussed. All balances look good. Pat made motion and Steve seconded motion to accept balance report. All Trustees voted aye.

Minutes from previous meeting dated April 16, 2020 were read. Steve made motion and Pat seconded motion to accept minutes as written.

Discussion ensued regarding meeting place for District meetings. It was decided to continue to meet at the home of Kathy Wahl since it is the official place for the District office and is a central location for the Trustees. Pat made motion, Steve seconded motion; all Trustees voted aye.

Kathy reported several homes in the District have been sold-files are being updated.

Since no further business came before the Board for discussion, Pat made motion and Steve seconded motion to adjourn the meeting at 8:00 p.m. All Trustees voted aye. Meeting was adjourned.

May 23, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Sahlweil

Also present: Dan Thayer and Carrie Weisenburger

Dan reported the South Shore pump is running 2x the hours – no news from Jim Kramp regarding maintenance to the South Shore pump. Dan performed routine maintenance to the District.

Carrie presented bills received for payment to the Trustees. Bill from SD Underground was discussed. In the future, SD Underground will be required to give dates for work performed and a detailed list of prices for parts used to repair equipment. Steve made motion and Pat seconded motion to pay bill in full. All Trustees voted aye. All other bills were discussed; Pat made motion and Steve seconded motion to pay all bills presented for payment in full. All Trustees voted aye.

Kathy reported she and Carrie are working on audit reports for EideBailey. Kathy is also working on update of RLSD Directory.

Minutes of meeting dated May 7, 2020 were read. Steve made motion and Pat seconded motion to accept minutes as written.

Since no further business came before the Board for discussion Pat made motion and Steve seconded motion to adjourn meeting at 8:00 p.m. All Trustees voted aye. Meeting was adjourned.

June 4, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported the East Shore lift station had a bad float. Dakota Pump was called for servicing. Dan also asked DP to service all the pumps per their maintenance contract as long as they were here and would have been back in a couple of weeks to perform their contract. They agreed. Preventative maintenance was performed on all the lift stations. Dan also reported on May 30, 2020 Jim Kramp installed the new panel and updated equipment at the South Shore lift station. Dan will have Mr. Kramp program the equipment to call Dan, Andy, and Kathy if there is an equipment failure. Verizon phone company will be the provider. Dan performed his regular maintenance schedule for the District.

Carrie presented Trustees with checks for their signatures on bills previously okayed for payment. Checks were signed and will be distributed. Timecards were presented to Trustees to canvass. Pat made motion and Steve seconded motion to accept timecards as presented and to pay employees. All Trustees voted aye. Employees were given their paychecks.

Profit/Loss statement was presented to Trustees. Statement was discussed. Steve made motion and Pat seconded motion to accept statement. All Trustees voted aye.

Minutes of the previous meeting dated May 23, 2020 were read. Steve made motion and Pat seconded motion to accept minutes as written. All Trustees voted aye.

Since no further business came before the Trustees for discussion, Steve made motion and Pat seconded motion to adjourn meeting at 8:10 p.m. All Trustees voted aye, meeting was adjourned.

June 18, 2020

Present: Kathy Wahl, Pat Keatts and Dan Thayer for Steve Salwei

Also present: Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported new South Shore call system can't hook Kathy to receive phone calls because she has a hardline (land line). Discussion ensued – will use Dan and Andy for SS notification now and will use Kathy's email if needed later.

Dan conducted regular district maintenance – no problems reported.

Carrie presented checks to Trustees for their signatures on invoices previously approved for payment. All Checks were signed and will be distributed. Bank statements were given to Trustees. Discussion ensued. Pat made motion and Dan seconded motion to approve bank statements. All Trustees voted aye.

Minutes of previous meeting dated June 4, 2020 were read. Dan made motion and Pat seconded motion to accept minutes as written. All Trustees voted aye.

Kathy discussed date for next meeting (July 4 holiday). It was decided to meet July 8 and July 22. All Trustees agreed.

Since no further business came before the Trustees, Pat made motion and Dan seconded motion to adjourn meeting at 8:00 p.m. All Trustees voted aye. Meeting was adjourned.

July 8, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer, Andy VanSteenwyk, and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan gave maintenance report. Everything is working well. Andy reported he and his crew are working on pumping tanks and doing regular maintenance to the District. Andy has begun replacing inventory. He has spare parts for the air release valves in the shed. Andy reported pumps and panels are needed. (Inventory is low and several new residences will be needing them, as will replacement of pumps and panels no longer in working condition) Discussion of purchase of pumps and panels ensued. Steve made motion and Pat seconded motion to order pumps and panels. All Trustees voted aye. Kathy will order 6 pumps and 6 panels.

Carrie presented Trustees with timecards from employees. Timecards were canvassed. Pat made motion and Steve seconded motion to pay employees. All Trustees voted aye. Checks were written and distributed. Profit/loss statements were distributed by Carrie for discussion. Trustees discussed the report. Pat made motion and Steve seconded motion. All Trustees voted aye.

Minutes from previous meeting dated June 18, 2020 were read. Pat made motion and Steve seconded motion to accept minutes as written. All Trustees voted aye.

Since no further business came before the Board for discussion, Steve made motion and Pat seconded motion to adjourn meeting. All Trustees voted aye. Meeting was adjourned.

July 22, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer and Carrie Weisenberger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan informed Trustees he purchased a back pack sprayer for spraying weeds. Pat made motion and Steve seconded motion to reimburse Dan. Dan will check with the Gauers for the mowing of the cells. Dan performed regular maintenance for the District. No incidences to report – everything is running good.

Carrie gave checks to Trustees for their signatures on bills approved for payment. Checks were signed and will be distributed. Carrie informed Trustees that she and Kathy are working on the final reports for the audit. Audit should be completed soon.

Kathy informed Trustees she received an anonymous tip that a resident had installed service for a sewer system but didn't hook up to the District. Kathy and Andy checked it out. Resident installed the necessary plumbing for service but is not hooking up at this time. He was informed of rules and to inform the district office when he is ready for hook up. Resident agreed.

Anonymous tip led to a discussion about hook-ups. Kathy will draw up an ordinance regarding mandatory hook-up. Discussion included a 30- day notice to resident for hook-up when service is required and a fine of \$25.00 each day after 30- day notice that service is not hooked up. Ordinance will be forthcoming.

Minutes of previous meeting dated July 8, 2020 were read. Pat made motion and Steve seconded motion to accept minutes as written.

Next district meeting was scheduled for August 5, 2020.

Since no further business came before the Board for discussion, Steve made motion and Pat seconded motion to adjourn meeting at 8:10 p.m. All Trustees voted aye. Meeting was adjourned.

August 5, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported he sprayed all the weeds at all the lift stations and Jim Gauer will be mowing the cells.

Dan told Trustees the new pumps at the South Shore lift station should be working now; the numbers are in line with what they should be. Kathy has not yet received an invoice. Dan will explore further.

Carrie presented employee timecards to Trustees for their inspection and okay. Timecards were assessed by Pat and Steve. Steve made motion and Pat seconded motion to accept timecards. All Trustees voted aye. Paychecks were written, signed by Trustees and distributed to employees. Statement of revenue was received from Carrie. Discussion was held – no questions asked. Steve made motion and Pat seconded motions to accept statement of revenue. Financial statements were presented to Trustees. Discussion was held. Steve made motion and Pat seconded motion to accept financial statement. All Trustees voted aye.

Kathy presented Ordinance 20-1 to Trustees. First reading and discussion was held. Pat made motion and Steve seconded motion to accept the Ordinance with the addition of two (2) words to section IV. All Trustees voted aye.

Ordinance 20-2 was discussed. Office rent and employee salaries were discussed. Steve made motion to give Dan and Carrie a 50 cent/hour raise and Kathy a \$1.00 / hour raise. Pat seconded motion. Steve and Pat voted aye. Raises will take effect January 1, 2021. Kathy abstained from discussion and vote. Steve also discussed office rent. Kathy explained that rent covers her mileage, internet service, phone line, and fax machine and a dedicated room in her home. Steve made motion to raise rent \$200.00/month. Pat seconded motion. Steve and Pat voted aye. Kathy abstained from discussion and vote. Rent hike to begin January 1, 2021.

Minutes of previous meeting dated July 22, 2020 were read. Steve made motion and Pat seconded motion to accept minutes as written. All Trustees voted aye.

Because of prior commitments on behalf of the Trustees the next meeting of the District will be August 20, 2020.

Since no further business came before the Trustees for discussion, Pat made motion and Steve seconded motion to adjourn the meeting at 9:15 p.m. All Trustees voted aye. Meeting was adjourned.

August 20, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported a power failure at a lift station. Dakota pump was called to repair lift station. It was repaired and up and running again. Dan reported he will drive fence posts around the covers at the pond to draw attention to them so as not to be destroyed or broke.

In Carrie's absence, Kathy presented Trustees with invoices submitted for payment. Trustees discussed the invoices – Steve made motion and Pat seconded motion to pay bills as submitted. All Trustees voted aye.

Minutes of the previous meeting date^{3d} August 5, 2020 were read. Steve made motion and Pat seconded motion to accept minutes as read. All Trustees voted aye.

Second reading of Ordinance 20-1 took place. No further discussion was held – Steve made motion and Pat seconded motion to pass Ordinance 20-1. All Trustees voted aye. Kathy will take ordinance to the American News for publication.

Second reading of Ordinance 20-2 took place. No further discussion was held for ordinance. Steve made motion and Pat seconded motion to pass ordinance. All Trustees voted aye. Kathy will take ordinance to American News for publication.

Discussion was led by Kathy to have potluck dinner meeting next meeting. All Trustees agreed. Meeting on 09/02/2020 will consist of dinner at 6:00 p.m. with meeting to follow at 7:00 p.m.

Since no further business came before the Board for discussion, meeting was adjourned at 8:15 p.m. All Trustees voted aye; meeting was adjourned.

September 2, 2020

Present: Kathy, Pat, and Steve

Also present: Dan, Carrie, Andy, Cindy, Donna, and Mrs. VanSteenwyk

Meeting commenced at 6:00 p.m. with a potluck dinner. Trustees and wives were in attendance at Kathy's home. Good food was served and enjoyed by all.

Call to order: Kathy called meeting to order at 7:00 p.m.

Andy discussed replacing air release valve and lift station at sewer cell. Andy will get estimates. Andy also reported he received pumps and panels and will put them into inventory.

Dan reported no problems – performed regular maintenance in district.

Carrie presented Trustees with timecards for employees. Trustees canvassed timecards. Steve made motion and Pat seconded motion to accept timecards as reported. Paychecks were written and signed by Trustees and distributed to employees.

Carrie gave Trustees invoices presented for payment. Invoices were discussed. Steve made motion and Pat seconded motion to accept invoices for payment in full as requested. All Trustees voted aye.

Adjusted Trial Balance report was received – Trustees discussed report. Pat made motion and Steve seconded motion to accept report as received. All Trustees voted aye.

Minutes of previous meeting dated August 20, 2020 were read. Pat made motion and Steve seconded motion to accept minutes as written. All Trustees voted aye.

Since no further business came before the Board for discussion, Steve made motion and Pat seconded motion to adjourn meeting at 8:15 p.m. All Trustees voted aye. Meeting was adjourned.

September 16, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer and Carrie Weisenburger

Dan Informed the Trustees that the West Shore lift station was having problems. He spoke with Dakota Pump and was told to turn the sensitivity down and they would be here on Friday to check things out. Dan proceeded to do as told and it is working out so far; just waiting for Dakota Pump. Dan maintained the balance of the District with no further problems.

Carrie presented Trustees with checks to sign for bills previously okayed for payment. All checks were signed and will be distributed to each vendor. Bank statements were received and reviewed by the Trustees. Steve made motion and Pat seconded motion to accept statements. All Trustees voted aye. The electricity bill was reviewed by the Trustees. Steve made motion and Pat seconded motion to accept and pay the invoice in full. All Trustees voted aye. Meeting minutes of previous meeting dated September 2 were read. Steve made motion and Pat seconded motion to accept minutes as written. All Trustees voted aye.

Since no further business was brought before the Board for discussion Pat made motion and Steve seconded motion to adjourn meeting at 8:15 p.m. All Trustees voted aye. Meeting was adjourned.

October 7, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan discussed maintenance by Dakota Pump for West Shore lift station. (Kathy reported receiving a quote for maintenance to be performed.) Discussion with Trustees was held regarding maintenance needed. Pat made motion and Steve seconded motion to approve quote for work to be done. Kathy will sign quote and fax to DPC. Brockel's maintenance was discussed. Kathy reported house is 20 years old; moratorium for maintenance block was for 15 years. Kathy will contact Brockel and discuss possibility of changing lift station and a new tank with RLSD paying up to \$3,500.00 reimbursement expense.

Carrie presented timecards to Trustees for employee monthly wage payment for the month of September 2020. Trustees canvassed timecards. Steve made motion and Pat seconded motion to accept timecards as reported and pay wages to all employees. Carrie gave Trustees checks for their signature. Checks were signed and distributed. Summary balance report was given to Trustees. Report was discussed. There were no questions. Steve made motion and Pat seconded motion to accept report. All Trustees voted aye.

Minutes of previous meeting dated September 16, 2020 were read. Pat made motion and Steve seconded motion to accept minutes as written.

Since no further business came before the Board for discussion Steve made motion to adjourn meeting at 8:15 p.m. Pat seconded motion. All Trustees voted aye. Meeting was adjourned.

October 21, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Due to Dan's absence, no maintenance report was given.

Carrie presented checks for Trustee signatures for invoices previously okayed for payment. Checks were signed. Checks will be distributed. Carrie distributed invoices presently received for Trustees to discuss and okay payment. Invoices were discussed. Steve made motion, Pat seconded motion to pay all invoices in full as received. All Trustees okayed motion. Timecards were given to Trustees for their okay. All timecards were discussed. Pat made motion and Steve seconded motion to pay wages to employees per their timecards. All Trustees voted aye. Paychecks were signed and distributed.

Kathy informed Trustees of new customers and homes presently for sale. Kathy also informed Trustees she had very few customer maintenance phone calls this month – several phone calls from new customers checking on details and pricing for hook-ups.

Since no further business came before the Board for discussion, Steve made motion and Pat seconded motion to adjourn meeting at 7:45 p.m. All Trustees voted aye. Meeting was adjourned.

November 4, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported he called Jim Kramp to fix wiring at West Shore lift station. Will report upon completion.

Kathy phoned Andy: Anchors Away having problems: Andy pumped tank, will camera lines for possible blockage and location of problem. Problems with Belikka's panel. Changed panel – will try to get a reimbursement for problem panel since it is new. Delivered a pump and panel to Roger Gray. Hook-up will be soon.

Carrie gave employee timecards to Trustees for their approval. Timecards were canvassed – Steve made motion and Pat seconded motion to pay employees per their timecard. Checks were written, signed, and distributed to employees. Checks for invoices previously approved for payment were signed by Trustees and will be distributed. Profit and Loss statement was given to Trustees. Discussion took place: no questions. Pat made motion and Steve seconded motion to accept Profit & Loss statement. All Trustees voted aye.

Minutes of previous meeting dated October 21, 2020 were read. Steve made motion and Pat seconded motion to accept minutes as written. All Trustees voted aye.

Kathy reported she and Carrie have begun working on payment booklets and year-end statements. More hours will be worked by both she and Carrie to wrap up year-end business.

Since no further business came before the Board for discussion Pat made motion and Steve seconded motion to adjourn meeting. All Trustees voted aye. Meeting was adjourned.

November 18, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Carrie Weisenburger

Due to Dan's and Andy's absence, Kathy reported Andy had Sewer Duck camera lines at Anchor's Away to find location of blockage. Blockage was located in line between lift station and tank. Wally was called to dig up line to clear blockage. It was discovered that line was broke. Wally repaired the broken line; resort reported everything working well. Dan performed regular maintenance to District.

Carrie gave invoices to Trustees for their okay. Invoices were discussed. Steve made motion and Pat seconded motion to pay all invoices per vendor request. All Trustees voted aye. Kathy reported she and Carrie are working on the yearly payment coupons for customers; they will begin working on year-end reports when coupons are completed.

Minutes from previous meeting dated November 4, 2020 were read. Pat made motion and Steve seconded motion to accept minutes as written. All Trustees voted aye.

Since no new business was brought before the Board, Pat made motion to adjourn meeting at 7:45 p.m. Steve seconded motion; all Trustees voted aye. Meeting was adjourned.

December 2, 2020

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer, Andy VanSteenwyk and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported all maintenance completed for the District – everything is running fine.

Carrie presented Trustees with employee timecards. Trustees discussed them. Steve made motion to accept timecards and pay employees. Checks were cut, signed, and distributed. Trustees received check for annual meeting fees. Checks were signed and distributed to Trustees.

Minutes for meeting dated November 18 were read. Pat made motion and Steve seconded motion to accept minutes as written. All Trustees voted aye.

December 16 meeting was discussed. We will have a potluck dinner and meeting to follow.

Since no further business came before the board, Pat made motion and Steve seconded motion to adjourn meeting. All Trustees voted aye. Meeting was adjourned.

December 16, 2020

Present: Kathy Wahl and Pat Keatts

Also present: Andy VanSteenwyk, Lanny Wahl, Donna Keatts, and Mrs. VanSteenwyk

Call to order: Kathy called meeting to order at 7:00 p.m. A very tasty meal of smoked turkey, potato salad, pasta salad, acoutraments and white chocolate cheesecake were enjoyed before meeting by everyone in attendance and their spouses. Thanks to everyone for contributing to the delicious meal!!!

Andy reported on Anchor's Away – problem should be fixed now – no complaints so far. District is in good shape at year end. Inventory is good, no problems cropping up anywhere for now.

In Carrie's absence Kathy presented bill for Trustee's okay. Pat and Kathy discussed bills presented for payment. Pat made motion and Kathy seconded motion to pay all bills as presented. Bills previously presented for payment had checks signed by Trustees; payments will be distributed.

Since no further business came before the Board for discussion-Pat made motion to adjourn meeting at 7:45 p.m. Kathy seconded. Meeting was adjourned and a Happy New Year was extended to those in attendance,

January 6, 2021

Present: Kathy, Pat, and Steve

Also present: Carrie and Dan

Dan reported maintenance to the District is going well. Everything is working fine; no problems.

Carrie presented bills to Trustees for their approval. Bills were discussed; Steve made motion to accept and pay in full all bills as they were received. Pat seconded motion.

Timecards were given to Trustees to canvass. Timecards were discussed. Checks were written for employee wages, signed, and distributed.

Maintenance contract with Dakota pump was discussed. Steve made motion to sign contract for annual maintenance. Kathy signed contract; Carrie will cut check to be mailed with contract.

Election of officers for year 2021 were held. Officers are as follows:

President: Kathy Wahl

Vice president: Steve Sahli

Treasurer/bookkeeper: Carrie Weisenburger

Clerk: Kathy Wahl

Since no further business came before the Board for discussion Pat made motion and Steve seconded motion to adjourn the meeting. All Trustees voted aye. Meeting was adjourned at 8:05 p.m.

January 20, 2021

Present: Kathy Wahl, Pat Keatts, and Steve Salwei

Also present: Dan Thayer, Andy VanSteenwyk, and Carrie Weisenburger

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported there were no maintenance problems – everything is running smoothly. He performed regular maintenance for the District.

Andy gave Trustees a new wastewater operator contract for year 2021. Discussion of said contract was tabled to next meeting.

Carrie gave checks to Trustees for their signatures for invoices approved for payment. Checks were signed and will be distributed to their vendors. Invoices currently presented for payment were discussed. Steve made motion to accept invoices for payment in full as they were received. Pat seconded motion. All Trustees voted aye.

Kathy reported the sales of property and the new property owners. Steve asked for a directory listing owner's names and their Richmond Lake address for easier property/owner identification. Kathy will devise the listing and include it in an updated, current directory.

Minutes of the previous meeting dated January 6 were read. Pat made motion and Steve seconded motion to accept minutes as written. All Trustees voted aye. Minutes accepted.

Election of officers for District for year 2021 were held. Officers are as follows:

President – Kathy Wahl

Vice President – Steve Salwei

Bookkeeper/Treasurer – Carrie Weisenburger

Clerk – Kathy Wahl

Dakota Pump Yearly Maintenance contract was discussed. Steve made motion and Pat seconded motion to accept contract. All Trustees voted aye.

Since no further business came before the Board for discussion, Pat made motion and Steve seconded motion to adjourn meeting at 8:20 p.m. All Trustees voted aye. Meeting was adjourned.

February 3, 2021

Present: Kathy, Pat, and Steve

Also present: Dan & Carrie

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported no problems with District system, however he will inspect N. Shore lift station because of report of much ice on curve in road—possibly due to leakage from lift station.

Carrie presented Trustees with employee timecards for their inspection. Steve and Pat canvassed timecards and Steve made motion and Pat seconded motion to accept timecards as they were reported. All Trustees voted aye. Paychecks were written and signed by Trustees. Paychecks were distributed to employees.

Carrie reported all customers are now paid-in-full for their system upgrade loans. Trustees discussed closing the SU account and moving the balance into the savings account. Steve made motion and Pat seconded motion to close account and add balance to savings account. All Trustees voted aye. Kathy will close account and move balance.

Invoices received for payment were discussed. Pat made motion and Steve seconded motion to pay in full all invoices as received for payment. All Trustees voted aye.

Discussion of Year 2021 Wastewater Operator Contract took place. Few changes in contract were deemed minor and acceptable. Steve made motion and Pat seconded motion to accept contract as written. All Trustees voted aye.

Minutes of meeting dated January 20, 2021 were read. Pat made motion and Steve seconded motion to accept minutes as written. All Trustees voted aye.

Since no further business came before the Board for discussion, Steve made motion and Pat seconded motion to adjourn meeting at 8:20 p.m. All Trustees voted aye. Meeting was adjourned.

February 17, 2021

Present: Kathy, Pat, & Steve

Also present: Dan and Carrie

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported South Shore pump had troubles – back up and running fine now. Dan is working with Jim Kramp regarding the number of times the pump starts and stops. Will try to set it for longer period of time between start-up and stop to save electricity.

Carrie gave invoices received for payment to Trustees for their approval. Invoices were discussed. Steve made motion and Pat seconded motion to approve and pay all invoices in full per vendor's request. All Trustees voted aye.

Minutes of meeting dated February 3, 2021 were read. Steve made motion and Pat seconded motion to accept minutes with change to wording to reflect closing the sewer update savings account. Kathy will make change in minutes. All Trustees voted aye.

Since no further business came before the Board for discussion, Pat made motion and Steve seconded motion to adjourn meeting at 8:10 p.m. All Trustees voted aye. Meeting was adjourned.

March 3, 2021

Present: Kathy, Pat, & Steve

Also present: Dan and Carrie

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported no further problems at South Shore lift station. All has been working well now. Regular maintenance was performed for the District with no customer problems reported.

Carrie presented timecards for employees to Trustees for their inspection. Timecards were discussed. Steve made motion and Pat seconded motion to accept timecards and pay employees. Paychecks were signed and distributed to employees. Checks previously okayed to pay vendor invoices were presented to Trustees for their signature. Checks were signed and will be distributed to vendors.

Profit and Loss report was presented to Trustees. Report was discussed. Pat made motion and Steve seconded motion to accept report. All Trustees voted aye.

Minutes of meeting dated February 17, 2021 were read. Steve made motion and Pat seconded motion to accept minutes as written. All Trustees voted aye.

Since no further business came before the Board for discussion, Steve made motion and Pat seconded motion to adjourn meeting at 8:10 p.m. All Trustees voted aye. Meeting was adjourned.

March 17, 2021

Present: Kathy, Steve, and Dan

Also present: Andy

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported Dakota Pump has fixed the North Shore pump – sewer gas ate the insulation off a couple of wires. Everything working fine now. Security at this station was discussed. Andy will install a clasp on the station. Additional security for station will include installation of kennel fencing panels to surround the station. Dan and Andy will take care of “security.”

Muskrats were reported seen in the south sewer cell. Dan will talk to GF&P to get a shoot permit.

Due to Carrie’s absence Kathy presented Trustees with checks to sign for invoices previously approved for payment. Checks were signed. Payments will be distributed. Bank account statements were reviewed and discussed. Steve made motion and Dan seconded motion to accept reconciliation report. All Trustees voted aye.

Minutes of meeting dated March 3, 2021 were read. Steve made motion and Dan seconded motion to accept the minutes as written. All Trustees voted aye.

Since no further business came before the Board for discussion, Dan made motion and Steve seconded motion to adjourn the meeting at 8:15 p.m. All Trustees voted aye. Meeting was adjourned.

April 7, 2021

Present: Kathy, Pat, and Steve

Also present: Dan and Carrie

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported there have been no maintenance problems. He performed regular maintenance in the District. Dan will get fencing for North Shore lift station and erect it per Trustee's discussion for security. Steve reported seeing 2 muskrats in the sewer cell- Kathy will contact Gordie Wantie to trap them.

The Board extends their thanks to Michael and Andrew Weisenburger for cleaning up the garbage in the lift stations.

Carrie presented Trustees with timecards for the employees. Trustees canvassed the timecards. Steve made motion and Pat seconded motion to accept timecards. Paychecks were written, signed and distributed to employees.

Summary Balance Sheets were distributed by Carrie and discussed by the Board. No questions arose. Pat made motion and Steve seconded motion to accept report.

Minutes of the previous meeting dated March 17, 2021 were read. Steve made motion and Pat seconded motion to accept minutes as written.

Since no further business came before the Board for discussion, Pat made motion and Steve seconded motion to adjourn meeting at 8:15 p.m. All Trustees voted aye. Meeting was adjourned.

April 21, 2021

Present: Kathy, Steve, and Dan

Also present: Andy and Carrie

Dan reported he installed "security cage" on North Shore lift station. Routine maintenance was performed for the District – no major maintenance was required.

Carrie gave Trustees checks to sign for pre-approved bills presented for payment. Checks were signed. They will be distributed to proper vendors.

Carrie discussed with Trustees the possibility of updating Quickbooks after this year's audit has been completed. An update to the program would allow her to perform extended reports that EideBailly has begun charging the District to do. Steve made motion and Dan seconded motion to update the Quickbooks program. All Trustees voted aye.

Minutes of the previous meeting dated April 7, 2021 were read. Steve made motion and Dan seconded motion to accept minutes as written. All Trustees voted aye.

Since no further business came before the Board, Dan made motion and Steve seconded motion to adjourn meeting at 8:15 p.m. All Trustees voted aye. Meeting was adjourned.

May 5, 2021

Present: Pat and Steve

(Kathy was hospitalized at Avera St. Luke's and present via conference call.)

Also present: Carrie

Due to the absence of Dan, no maintenance report was logged into the minutes of the meeting.

Carrie presented Trustees with timecards of employees. Timecards were canvassed – Pat made motion and Steve seconded motion to accept timecards as presented. Paychecks were cut and signed. Paychecks were distributed to employees.

Due to the absence of Kathy, minutes of the previous meeting dated April 21, 2021 were tabled until next meeting to be written and read.

Since no further business came before the Board for discussion, Steve made motion and Pat seconded motion to adjourn meeting. All Trustees voted aye. Meeting was adjourned.

May 19, 2021

Present: Kathy, Pat, and Steve

Also present: Dan, Andy, and Carrie

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported North Shore station not operating correctly. Will call Dakota Pump to check it out. Dan also reported the junction box at his residence went out. A new box was installed and everything seems to be working correctly. He will keep his eye on it. Normal maintenance in the District was performed.

Carrie reported she transferred \$20,000.00 to the savings account from the checking account to bring the high balance down. Carrie gave checks to the Trustees for their signature for payment of invoices previously approved for payment. Checks were signed and will be distributed.

Kathy will be representative from the District for the committee for the Bill Edwards donated land. All Trustees voted aye.

Kathy announced she will be submitting a nominating petition for a 3-year position on the Board of Trustees when her term is up. Kathy is preparing a Training Manual for her position as clerk.

Minutes of the previous meeting dated May 5, 2021 were read. Steve made motion and Pat seconded motion to approve minutes as written. All Trustees voted aye.

Since no further business came before the Board for discussion, Pat made motion and Steve seconded motion to adjourn meeting at 8:30 p.m. All Trustees voted aye. Meeting was adjourned.

June 2, 2021

Present: Kathy, Pat, & Steve

Also present: Dan

Call to order: Kathy called meeting to order at 7:00.

Dan reported the North Shore pump went out. Dakota Pump was called for maintenance. Pump was up and running – No problems! Dan reported he picked up more Roundup to spray weeds.

Inventory was discussed. Pat made motion and Steve seconded motion to order six 6) pumps. Inventory of panels is currently okay. Kathy will order pumps.

Due to Carrie's absence, Kathy presented Trustees with employee payroll and invoices previously okayed for payment. Trustees canvassed the timecards. Steve made motion and Pat seconded motion to pay employees. Trustees signed checks for payable invoices. Checks were distributed.

Kathy informed Trustees she received notice from insurance agent Squire/Lussem they will no longer be covering a portion of our insurance as of September 2021. Kathy was instructed to "shop" for a new agent that will cover everything.

Minutes of the previous meeting dated May 19, 2021 were read. Steve made motion and Pat seconded motion to accept minutes as written. All Trustees voted aye.

Kathy discussed election of officer to Trustee position in October. Kathy will be running for the position. In an effort to clear up who is eligible to run for position Kathy informed Board per Eide/Baily members of same family cannot hold Trustee position.

Due to no further business brought before the Board for discussion, Pat made motion and Steve seconded. All Trustees voted aye. Meeting was adjourned.

Former insurance agency

June 16, 2021

Present: Kathy, Pat, & Steve

Also present: Dan, Carrie & Andy

Dan reported model # S37215 5 hp motor goes to West Shore lift station. Discussion to purchase a new 10 hp and a 7 ½ hp motor with the same impellor or possibly different impellor was discussed. Kathy will get prices. Dan performed normal maintenance procedures in the District.

Carrie gave Trustees checks to sign for previous invoices already approved at previous meeting. Checks were signed and will be distributed. Audit has been progressing nicely. Expect audit to be completed by beginning of July.

Carrie and Kathy gave update on new property owners as of 06/16/21. Kathy reported she has 3 more closings which will take place before 07/02/21.

Kathy reported getting bid for insurance coverage from John Sieh Agency. Similar insurance coverage came to approximately \$1000.00 less than current coverage. Discussion ensued. Pat made motion and Steve seconded motion to give Kathy okay to buy insurance policy from John Sieh Agency. All Trustees voted aye. Kathy will do so.

Since no further business came before the Board for discussion Pat made motion and Steve seconded motion to adjourn meeting at 8:15 p.m. All Trustees voted aye. Meeting was adjourned.

July 7, 2021

Present: Kathy, Pat, and Steve

Also present: Dan and Carrie

Dan gave a report on all the pumps for the lift stations. He will get the correct size pumps from DPC along with an estimate for cost of replacement so Trustees can adequately choose which pumps to update. Discussion continued to next meeting.

Carrie presented Trustees with employee timecards. Timecards were canvassed and discussed by Trustees. Steve made motion to accept timecards as reported. Pat seconded motion, all Trustees voted aye. Checks for wages were signed by Trustees and distributed to employees.

Invoices received for payment were discussed. Pat made motion and Steve seconded motion to accept all invoices and pay in full.

Carrie gave Trustees balance sheet of accounts for discussion. Balance sheet was canvassed and discussed. Steve made motion to accept balance sheet; Pat seconded motion.

Kathy and Carrie reported audit is almost complete. A few small odds and ends to button up and then audit will be complete. Inventory list and depreciation schedule was updated.

Since no further business was brought before the Board, Pat made motion to adjourn and Steve seconded motion at 8:10 p.m. All Trustees voted aye. Meeting was adjourned.

July 21, 2021

Present: Kathy, Pat, and Steve via conference call

Also present: Dan and Carrie

Dan reported DPC was called to repair another blown capacitor. DPC suggests weather temps may be the cause so many fuses are blowing. Capacitor was changed and pump is up and running. Regarding weeds at cell – Brown Co. will be spraying weeds for the District from now on. Cost is \$300.00 which is relatively cheaper than renting a sprayer and trying to do it ourselves.

Carrie presented invoices for payment. Discussion of invoices took place. Pat made motion and Dan seconded motion to pay all bills as presented.

Kathy announced year 2020 audit is complete. Copy of audit of financial statements was distributed to those present.

Since no further business came before the Board for discussion, Pat made motion and Dan seconded motion to adjourn meeting. All Trustees voted aye. Meeting was adjourned at 8:00 p.m.

August 4, 2021

Present: Kathy, Pat, and Steve

Also present: Dan and Carrie

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported the county has sprayed the weeds in the sewer cell and he sprayed the weeds at the lift stations. Dan presented the estimate for lift station pumps from DPC. He will also talk to Jim Kramp for a 2nd estimate for installation and cost of pumps. Dan performed regular routine maintenance in the district. Carrie gave the Trustees Andy's work sheet because of excessive maintenance at Anchor's Away. Discussion ensued; Trustees will talk to Marnie to discover if she has grease stops to help prevent blocked pipes and possible discovery of what and why problems remain excessive at the resort in order to cut down on future maintenance problems and customer service.

Carrie presented Trustees with timecards for employees. Trustees canvassed timecards. Steve made motion to accept hours as reported from employees. Pat seconded motion. Paychecks were written, signed, and distributed to employees. Invoices received for payment were presented to Trustees. Invoices were discussed. Pat made motion and Steve seconded motion to pay all invoices in full as requested.

Kathy distributed special permit to those named on permit from GF&P to shoot varmints in the sewer cell. Shooters have until October 31, 2021 to kill varmints.

Kathy presented Trustees with first draft of Ordinance 21-01, the 2022 annual appropriation ordinance. Expenses and Receipts were discussed category by category. Steve made motion and Pat seconded motion for a \$1.00/hour raise for all employees. Kathy abstained from vote.

First (1st) reading of Ordinance 21-01 took place following discussion of all categories contained within. Pat made motion to accept 1st reading and Steve seconded motion. All Trustees voted aye on 1st reading.

Minutes of previous meeting dated July 21 were read. Pat made motion and Steve seconded motion to accept minutes as written. All Trustees voted aye.

Since no further business was brought before the Board for discussion, Steve made motion and Pat seconded motion to adjourn meeting at 8:30 p.m. All Trustees voted aye. Meeting was adjourned.

August 18, 2021

Present: Kathy, Pat, and Steve

Also present: Dan, Carrie, & Jim Kramp

Dan and Jim discussed new pump installation, costs, and Jim Kramp's installation of equipment. He will put together a bid for Trustees to discuss and approve. Dan reported he performed regular maintenance in the district -no unusual problems to report.

Carrie gave Trustees checks for their signature which were previously approved for payment. Checks were signed and will be distributed.

Kathy led discussion regarding monthly maintenance user fee. A raise in fees was discussed. Steve made motion to raise fees \$8.00/month. Pat seconded motion. All Trustees voted aye. Fees will raise \$8.00/month beginning January 1, 2022. Kathy will draft a letter to customers informing them of the raise in fees.

2nd reading of Ordinance 21-01 was held. Pat made motion to accept 2nd reading. Steve seconded motion. All Trustees voted aye.

Reading of liens to be placed for non-payment of monthly fees was read and discussed. Pat made motion and Steve seconded motion. All Trustees voted aye.

Minutes of the meeting dated August 4, 2021 were read. Steve made motion and Pat seconded motion to accept the minutes with correction for misspelled word. All Trustees voted aye.

Since no further business came before the Board for discussion Steve made motion and Pat seconded motion to adjourn meeting at 8:30 p.m. All Trustees voted aye. Meeting was adjourned.

September 1, 2021

Present: Kathy, Pat, and Steve

Also present: Dan and Carrie

Kathy called meeting to order at 7:00 p.m.

Dan presented Trustees with a copy of Jim Kramp's estimate for pump – approximately \$35,000 installed. Trustees discussed estimate – tabled decision to next meeting. Dan performed regular maintenance in the District. No foreseeable problems were discovered.

Carrie presented Trustees with checks to sign for previously approved invoices. Checks were signed and will be distributed. Timecards of employees were given to Trustees to canvass. All timecards were examined, questions were answered regarding time needed to perform bookkeeping processes.

Pat made motion and Steve seconded motion to pay employees. Checks for employee wages were signed and distributed.

Kathy presented Trustees with fee increase letter. Letter was discussed and modified. Pat made motion and Steve seconded motion to send letter to RLSD customers. Kathy will do so.

Minutes of previous meeting dated August 18, 2021 were read. Steve made motion and Pat seconded motion to accept minutes as written.

Since no further business came before the Board Pat made motion to adjourn the meeting at 8:15 p.m. Steve seconded motion. All Trustees voted aye. Meeting was adjourned.

September 15, 2021

Present: Kathy via telephone, Pat, and Steve

Also present: Dan and Carrie

Dan – reported on September 3 East shore was alarming. Andy came out and fixed it. September 13 North Shore out – Kramp was called. Every time circuit blew because of overload amperage. 130 amp going in. Dakota Pump came out and declared pump to be shot. Andy took 3 loads out, everything working well now.

Dan will fix fencing at lagoon that is down.

Dan made a motion to order panel, floats, auto dialer and new pump. Pat seconded motion. All Trustees voted aye.

Carrie presented unpaid invoices – they were discussed. Steve made motion and Pat seconded motion to pay all invoices as presented.

Matured CD's were discussed. Pat made motion to cash out CD's and deposit in appropriate account. Steve seconded motion.

Minutes from September 1 were read. Steve made motion to accept minutes with type-os corrected. Pat seconded motion.

Pat made motion to adjourn meeting. Steve seconded motion. All Trustees voted aye. Meeting was adjourned.

October 6, 2021

Present: Kathy, Pat, and Steve

Also present: Andy and Carrie

Andy discussed large pump maintenance and they are pumping the tanks on West Shore. Dan performed normal district maintenance.

Carrie gave Trustees checks to sign for previously okayed invoices

Kathy discussed the possibility of declaring the old laptops surplus property.

Value of each laptop is approximately \$25.00. Steve made a motion to declare the old laptops as surplus property and to sell them for \$25.00 each. Pat seconded the motion. All Trustees voted aye.

Carrie purchased a computer and Kathy will sell the other one. Carrie reported she is receiving a lot of slips okaying the raise in the ACH payments and people still wanting to pay their monthly payment themselves.

Balance sheets as of September 30, 2021 were handed out and discussed, no questions.

Since no further business came before the board for discussion, Pat made a motion to adjourn the meeting at 8:00 p.m. Steve seconded motion; All Trustees voted aye. Meeting was adjourned.

November 3, 2021

Present: Kathy, Pat, and Steve

Also present: Dan and Carrie

Call to order: Kathy called meeting to order at 7:00 p.m.

Dan reported no maintenance problems in the District. Everything is running smoothly.

Carrie presented Trustees with employee timecards. Trustees canvassed time cards. Steve made motion and Pat seconded motion to accept timecards as presented. Checks were written and employees received their paycheck.

Carrie presented Trustees with the Profit and Loss report. Trustees looked over report and discussed it. There were no questions.

Minutes of previous meeting were read. Pat made motion to accept minutes as written; Steve seconded motion.

Since no further business was brought before the Board for discussion, Pat made motion and Steve seconded motion to adjourn meeting. All Trustees voted aye. Meeting was adjourned at 8:10 p.m.

November 17, 2021

Present: Kathy, Pat, and Steve

Also present Dan and Carrie

Dan reported Kramp asked for partial payment of \$19,000. Steve made motion to pay Kramp; Pat seconded payment.

Dan talked to DPC and informed him he did not get the bid. Dan will put a lock on the cell gate.

Carri gave Trustees checks to sign that were previously approved. Checks will be distributed.

Reading of the minutes took place. Steve made motion to accept minutes- with the exception to change the date. Pat seconded motion.

Pat made motion to adjourn meeting; seconded by Steve. Adjourned meeting at 8:00 p;m.

RICHMOND LAKE SANITARY DISTRICT

MEETING

DECEMBER 8 , 2021 – 7:00 P.M.

127395 WEST BRIDGE ROAD

Present: Kathy, Pat, and Steve

Also present: Dan, Carrie, and Brandon Sigaty

Dan reported Jim Kramp asked for partial payment of \$19,000. After discussion, Steve made motion to pay Kramp, Pat seconded motion.

Dan talked to DPC and informed him he didn,t get the contract; Jim Kramp did. Dan will put a lock on the cell gate.

Carrie gave the Trustees the checks to sign for invoices which had previously been approved for payment. Carrie will distribute the payments.

Reading of the previous meeting dated December 8, 2021 were read. Steve made motion to accept minutes; Pat seconded.

Brandon Sigaty was interviewed for the remainder of Kathy's Trustee position to begin January 1, 2022. All nominations were ceased due to the fact that Kathy had been approached by anther individual who may be interested in the position. He was not able to attend the meeting on December 8 so nominations were ceased until December 15.

Since no further business was brought before the Board, Pat made motion to adjourn meeting at 8:00 p.m. Stve seconded motion; meeting was adjourned.

RICHMOND LAKE SANITARY DISTRICT

MEETING

DECEMBER 22, 2021- 7:00 P.M.

127395 WEST BRIDGE ROAD

Present: Kathy, Pat, and Steve

Also Present: Dan, Carrie, Brandon Sigaty and Fallon Helm

Dan reported on that the 5 hp motor-hydromatic in the shed is a pump and will check to see if we can get any money for it since it hasn't been used for anything and it has been depreciated out.

Fallon Helm was introduced and discussion was held about her possibly taking the position of Trustee, with it being a good idea not to just have representation of one side of the lake but to have trustees around the lake.

Pat motioned to have Fallon come on board to take Kathy's spot due to health as the trustee, Kathy seconded the motion and Fallon rescinded the nomination as she would like to have more information on how the board works and what is the duties. She said that she was interested in working with the board with matters if they would like her input.

Steve made a motion for Brandon Sigaty to take Kathy's position of Trustee, Pat seconded. Brandon said he was interested, but let the board know that he would still like to know more about how the board and sanitary district works.

Kathy expressed concern about not being the clerk anymore and asked to stay on as clerk and have the office at her house as she can still do this position and the board said until something happens to her that she would be able to keep the clerk position.

Pat made a motion and Steve seconded that Kathy should order 3 more household pumps as the supply is getting low.

Steve motioned and Pat seconded to pass the minutes from December 8th meeting

Since no further business was brought before the Board, Pat made a motion to adjourn meeting at 7:55 and Steve seconded the motion; meeting was adjourned