

**FISHERMAN BAY SEWER DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF A SPECIAL MEETING
Tuesday, March 27, 2018 @ 4:00 p.m.**

I. CALL TO ORDER

The Board of Commissioners of Fisherman Bay Sewer District held a regular meeting on the 27th of March 2018 in the meeting room of the Old Fish Bay Lumber Building. President Lauren Stephens called the meeting to order at 4:10 p.m. Also present were Commissioners Tom McDaniel and Donna Hasbrouck, District Clerk Paula Lavoie, Superintendent Monico Mackinnon, and District Operations Technician Zac Ahneman.

II. REGULAR BUSINESS

A. Personal Appearances – None.

B. Approval of Minutes

Minutes from the regular meeting on 02/20/18 were presented and approved by motion, with Hasbrouck moving and McDaniel seconding.

C. Approval of Vouchers and Payroll

Using the SJC Trial Balance Detail Report dated 3/27/18, Mackinnon compared and verified general operations voucher for account 6641 totals dated 2/27/18, 3/12/18, 3/13/18, 2/1318, 3/22/18, against warrants drawn on such funds. He compared and verified deposits reported on the Deposits/Sales Reports dated 2/28/18, 3/8/18, 3/14/18 and 323/18, against deposits shown. Mackinnon reviewed the expense vouchers presented for payment and confirmed that all vouchers were supported by adequate documentation and all totals are reconciled to the SJC Trial Balance Detail Report.

Stephens moving and McDaniel, seconding, to approve payments from the General Fund, expense vouchers in the amount of 1,409.12 (2/27/18,), \$1,355.14 (3/12/18), \$1,060.76 (3/13/18), \$9,377.91 (3/22/18). Hasbrouck, moving and McDaniel seconding to approve payroll in the amount of \$7,199.49 for the pay period 2/17/18 to 3/2/18 and \$9,499.01 for the period 3/3/18 to 3/16/18. The motions passed unanimously.

D. Correspondence - None.

E. Superintendent's Report

Mackinnon reported the following:

See Attached:

F. District Operations Technician's Report

Ahneman reported the following:

See Attached:

G. Clerk's Report

Lavoie reported the following

See Attached:

III. UNFINISHED BUSINESS

A. Update on the Influent Flume Replace. None

B. Update on the Normandy Lane Project. On hold until Easement issue with Diller's is completed

C. Update on the replaced Air Vac line's ownership transfer. None

IV. NEW BUSINESS

- A. Monthly Budget Q & A – None
- B. Public Employees Deferred Compensation Plan was presented and approved by motion, with Hasbrouck moving and Stephens seconding.
- C. Infrastructure discussion
- D. Miscellaneous Items
 - 1. Website devilment was discussed, some small changes to be made to current site.
 - 2. Discussion of a Board retreat – tentatively scheduled for April 4, 2018 at 9:00
 - 3. Schedule Mackinnon and Ahneman annual review for the April 26, 2018 meeting
 - 4. Next monthly Board meetings were scheduled for Tuesday April 24th at 5:00 p.m.

A. MEETING CONCLUDED

McDaniel moved, seconded by Hasbrouck to conclude the meeting. The motion passed unanimously. The meeting adjourned at 5:45p.m.

Commissioner

Clerk