

**ELLISPORT BAY SEWER DISTRICT
TUESDAY, APRIL 8, 2024 5:30 P.M.
REGULAR MEETING MINUTES**

Chairman Ken Kelley called the Regular Board Meeting for April 8, 2024 to order at 5:32 p.m.

PRESENT: Board members Ken Kelley, Ellen Westfall, Bruce Butler, and Greg Field, were present. Board Member Roger Branscome was absent. The Clerk Kat King and Operator Dex Vogel were present.

ADDITIONS AND CHANGES TO THE AGENDA: None.

GUEST(S): None

APPROVAL OF MINUTES:

Board Member Butler moved to approve the Regular Meeting Minutes from March 12, 2024. Board Member Field seconded. All in favor. Motion approved.

NEW BUSINESS: Painting of the Lift Stations. Chairman Kelley informed the Board of the need to have painting done on the Lift Stations. He mentioned that due to the new electrical panels being smaller than the old ones, the area surrounding the new panels had been exposed to rust. Kelley got an estimate for the rust removal work at \$500 per panel, which will include treating the rust and painting the areas. Three stations will be treated, so the estimate totals \$1,500. Board Member Westfall moved to approve the treating and painting of the panels. Board Member Field seconded. **All in favor. Motion carried.**

OLD BUSINESS: None.

CLERK'S REPORT:

Clerk King informed the Board of the payment to Advanced Drywall that was missed in the previous meeting. The RC Worst invoice was investigated by Operator Vogel and all charges were removed leaving a zero balance. The Total Expenses to be paid was \$10,069.88. In addition, Clerk King asked if she could purchase an online training course in QuickBooks as a tool to help her in her job in the amount of \$600. The course comes with a live help feature that could be utilized for \$30 a month and can be stopped when it no longer is necessary.

Board Member Butler moved to approve payment of the bills. Board Member Westfall seconded. All in favor. Motion carried.

Board Member Butler moved to approve the Clerk purchasing the online QuickBooks training. Board Member Field seconded. All in favor. Motion approved.

MAINTENANCE REPORT:

Operator Vogel reported that the panels were working fine and that they could get rid of the land lines. Chairman Kelley wanted to know the cost of the cell phone service before removing the land lines. Operator Vogel mentioned that he needed to take one pump and motor from Lift Station 4 in for repairs, so that they would have a spare, and would probably do that next week. He also mentioned he was cleaning up the fallen trees and that the water was pouring out of the hillside but was contained in the ditches. He said there were no alarms this month.

ADJOURNMENT:

Board Member Westfall moved to Adjourn. Board Member Butler seconded. All in favor. Motion approved. The meeting was adjourned at 5:50 p.m.

The next Regular Board Meeting is scheduled for Tuesday, May 14, 2024 at 5:30 p.m.