

**MINUTES OF THE REGULAR MEETING OF
BOARD MEMBERS OF THE
LAKE WASHINGTON SANITARY DISTRICT
July 12, 2021**

1. Call to Order

Chairperson Bob Schmillen called the Regular Meeting of the Board at 7:00 p.m. on Monday July 12, 2021. The meeting was held at the Mankato Regional Conference Room, at 3030 Airport Road Mankato, MN 56001. This meeting may not be recorded or broadcast.

2. Roll Call

Present: Bob Schmillen, Paul Aukes, Tom Dougan, Jim Halbur, and Randy Westman 0 absent.

It is at this time the Board announces with heavy hearts the passing of James (Jim) Deike on June 24, 2021. Jim was instrumental in getting the Lake Washington Sanitary District up and running. He has been the Secretary since day one. He put his heart and soul into this project and will be deeply missed by all.

3. Review and approval of the agenda

Resolution 21.30: Member Halbur moved to approve the agenda. Upon a second from Aukes, the motion passed by a vote of 5 in favor, 0 against, 0 abstaining, and 0 absent.

4. Review and approval of the Minutes of the June 14, 2021, Regular Meeting

Resolution 21.31: Member Aukes moved to approve the minutes of the June 14, 2021, Regular Meeting. Upon a second from Dougan, the motion passed by a vote of 5 in favor, 0 against, 0 abstaining, and 0 absent.

5. Tom Lentz West Bank, Investment options

- Tom Lentz gave a list of what may be invested
- LWSD will need a licensed investment manager
- There was a discussion of rating agencies
- Previously the auditor wanted LWSD to re-look at the investments
- Bob Schmillen will forward to Jim Halbur contact of League of MN Cities

- The board will contact Julie Vetter at Community Bank to check on the maturity date of all CD's
- Chuck Pettipiece will be contacted for additional ideas for investments

6. Officers' reports

a. Chair – Bob Schmillen

- Discussion of updating the District's computers
- Shane Youell will now be the contact person for Blue Earth County, LeSueur County, and Environmental Services
- The mailbox will be shut down in St. Peter and all mail will be forwarded to Mankato
- Megan Rivera with Gallager Risk Manager will be contacted regarding workmans comp insurance that is due 9/1/21

b. Vice- Chair Paul Aukes

- No Report.

c. Treasurer

- Treasurer Halbur reviewed the Cash Activity Report. The balance of the checking account as of June 30, 2021, was \$1,285,102.35. Reviewed the bills totaling \$81,923.34.

Resolution 21.31: Halbur moved to approve the report and pay the bills. Upon a second from Aukes. Discussion of Jim Deike rent payments. Considering the contract that was made to rent the space until the end of the year, the board decided to go forward with the existing contract. The motion passed by a vote of 5 in favor, 0 against, 0 abstaining, and 0 absent.

- The Balance of the checking account after the bills are paid, deposits, and payroll deductions are made will be \$1,203,179.01.
- Reviewed June, 2021, financial statements.

Resolution 21.32: Halbur moved to approve the June 30, 2021, Balance Sheet, and Income Statements. Upon a second from Aukes, the motion passed by a vote of 5 in favor, 0 against, 0 abstaining, and 0 absent.

Resolution 21.33: Westman made a motion for August payment to James Deike estate be at 50% for work in the past and work that has been completed for future use. Upon a second from Aukes the motion passed by a vote of 5 in favor, 0 against, 0 abstaining and 0 absent

d. Secretary

- A budget committee has been set up.
- Following a conversation, Chuck Pettipiece has agreed to stay on and help the Board with consults
- August 1, 2021 Northland Bond payment is due

7. Open forum for Constituents

- None.

8. Old Business

a. Engineering

- None

b. System Maintenance

- Discussion of Connors Point issues of property being sold to early and the need for other options for bathrooms.

c. Review 2021 Calendar of Events

- Reviewed Calendar with no change needed at this time.

d. Other

- None.

9. New Business.

- Shane Youell with handle the billing, questions and electronic withdrawal
- Discussion of day to day activities will need to be addressed
- Add Chuck Pettipiece to agenda for monthly reports on payments
- Discussion on hiring an institution going forward to help with transitional issues
- Put a succession plan in order

- Beth Pooley agreed to help with secretarial duties for a month or two while the Board actively looks for a different secretary
- Discussion on a host for the web site

Resolution 21.34: Member Halbur made the motion to pay Beth Pooley a stipend fee of 200.00 per month. After a second by Dougan the motion passed by a vote of 5 in favor, 0 against and 0 absent

10. Discuss Agenda for the August 9, 2021, Regular Meeting

- The agenda will be set next week.

11. Adjournment

The Meeting was adjourned at 7:55 p.m.

Respectfully Submitted

Beth Pooley
Acting Secretary of the Lake Washington Sanitary District