

Little Swan Lake Sanitary District Board Meeting

June 13, 2018

Members:

Trustee, President, Project Engineer: David Hoppes
Trustee, Secretary / Treasurer: Patrick McKinley
Trustee: Mat Douglass

Water Superintendent: Larry Lawson
Bookkeeper: Christie Butler
Recording Secretary: Patty Andersen

Meeting was called to order by David Hoppes at 7:00 p.m. Welcome to Bob Breen.

Approval of Mtg. Minutes / Budget Minutes– Patrick McKinley motioned to approve the minutes. David Hoppes seconded. Minutes approved.

Superintendent's Report – The outside of the water tower has been cleaned by National Wash Authority. The system has been flushed. Both wells are producing water and running well.

Secretary-Treasurer's Report –Patrick presented the balance sheet and profit and loss statements. Certificate letters for past due accounts have been sent out. Question: Can we collect past due amounts if a property is sold? Patrick will check on it. Three properties may have their water shut off for non-payment. Mat Douglass motioned to accept the treasurer's report. Dave Hoppes seconded. Motion passed. Golf course line changes projects are in progress. Combined Annual Budget and Appropriation Ordinance No. 2018 -1 is posted at the clubhouse and online. Patrick is working on the water ordinance changes to spell out specifics re: plumbing fees & who will do what.

Elections - Trustee Dave Hoppes will be moving by July 1, 2018. The County will appoint Bob Breen Trustee as of July 1, 2018. He will take Dave Hoppes' place as Water Assistant, with Kenny & Dave Batson as back-ups. Patrick McKinley motioned to elect Mat Douglass as President for the 2018-19. Fiscal year. Dave Hopped seconded. Motion passed. Mat Douglass motioned to appoint Dave Hoppes as V. President until next month. Patrick McKinley seconded. Dave Hoppes nominated Patrick McKinley as Clerk. Mat Douglass seconded. Motion passed. Mat Douglass nominated Patrick as Treasurer. Dave Hoppes Seconded. Motion passed. Patrick motioned to appoint Patty Andersen as assistant clerk/recording secretary. Mat Douglass seconded. Motion passed. Mat Douglass motioned to appoint Christie Butler as Bookkeeper for the 2018-19 fiscal year. Dave Hoppes seconded. Patrick McKinley abstained from voting. Motion passed. Patrick McKinley motioned to renew Larry Lawson's contract 2018-2020. Dave Hoppes seconded. Motion passed.

Salaries/Payments - Patrick motioned to pay \$200 & \$100 for the Water Assistant job (daily testing of the water). Mat Douglass seconded. Motion passed. Patrick motioned to name Spears & Spears, Monmouth attorneys, as general counsel for the water district for the 2018-19 fiscal year. Patrick will make the arrangements. Mat Douglass seconded. Motion passed. Patrick McKinley motioned to keep all monthly payments (Trustees \$300; recording secretary \$50; Bookkeeper \$350) the same. Dave Hoppes seconded. Motion passed. The adoption of the Mutual Aid Assistance Agreement was tabled until next month's meeting. Dave Hoppes motioned to purchase QuickBooks online to provide anywhere access & data backup. Patrick McKinley seconded. Motion passed. Patrick will make the arrangements. Bill Breen volunteered to lead a small committee to research long-term options for the water system. More discussion next month.

New Business – A big thank you to Dave Hoppes for all his work on the Sanitary District He will be missed.

Approval and Payment of Bills – Total: \$9918.64. Patrick McKinley motioned to approve the bills. Dave Hoppes seconded. Motion passed.

Adjournment – Patrick McKinley motioned to adjourn. David Hoppes seconded. Meeting adjourned at 8:00 pm.
Next meeting: Wednesday, July 11, 2018.

Trustee Signature

Trustee Signature