

Little Swan Lake Sanitary District Board Meeting

July 11, 2018

Members:

Trustee, President, Mat Douglass

Trustee, Vice President, Bob Breen

Trustee, Secretary / Treasurer, Patrick McKinley

ABSENT: Water Superintendent, Larry Lawson

Bookkeeper, Christie Butler

Recording Secretary, Patty Andersen

Meeting was called to order by Mat Douglass at 7:15 p.m. Larry Lawson was absent. There were no visitors.

Approval of Minutes – After one correction, Patrick McKinley motioned to approve the minutes from June 13, 2018. Mat Douglass seconded. Motion passed.

Election: Patrick McKinley nominated Bob Breen as Vice President to replace David Hoppes' position for the rest of this year. Mat Douglass seconded. Motion passed.

Superintendent's Report: Larry Lawson was absent. Bob Breen has been keeping daily notes since as he performs the daily checking of water. Reported water usage: May=625,000 gal/month & June=676,000 gal/month. He says the average is about 35,000 gal/day. He will ask Larry Lawson to teach him more about the values, etc. so he can be more knowledgeable about what the numbers mean.

Secretary-Treasurer's Report –Patrick presented the balance sheet and profit and loss statements. He proposed moving \$25,000 from #104 (Water Works Fund) to #107 (Well Bond Payment Acct.) in July to cover the whole year. Bob Breen motioned to accept the transfer. Mat Douglass seconded. Motion passed. Patrick also reported that all accounts are now the Quicken Online program. This means that all information is always backed up and Patrick and Christie can access the it from anywhere easily. A software function that Christie uses to print out the monthly invoices was missing from this online version, so Patrick will ask to have that feature added, which means it will cost a little extra per month. Mat Douglass motioned to accept the treasurer's report. Bob Breen seconded. Motion passed.

Approval and Payment of Bills – Total: \$4582.39. Christie stated she has not yet received the monthly bill from Galesburg for chlorine for the well. Patrick McKinley motioned to approve the bills. Mat Douglass seconded. Motion passed.

Old Business – Golf Course Project: Dave Batson (Ace Hardware) will sublet the job of creating new lines for the 2 homes. Bob Breen will let the parties know. Bob made 3 JULIE calls last week regarding the golf course project. Mr. Atherton asked if they could change the location of a valve because the current location is too near his driveway. Discussion concluded that if Mr. Atherton will pay for the extra charges for such valve relocation, it would be approved by the board. Bob will find out the cost and have a separate invoice made out for Mr. Atherton's costs.

Installation of the new generator: the new generator will be installed in the well building. Bob Breen will contact Dave Batson about details.

New Business – Patrick presented a list of 13 LSL members 'past due tower assessment accounts. Certified letters were sent to all with several members either paying or at least acknowledging their responsibility to pay. A few members received notice but did not reply. Several letters were returned undeliverable or unclaimed. The board authorized Patrick McKinley to send one more letter to members with overdue/unpaid accounts who acknowledged receipt of the first notice giving them 30-days before the Sanitary District puts a lien on their property. *After tonight's meeting, "lien" letters were sent out 7/13/18 with August 20, 2018 as the due date for payment. Re: Webb property: There is a small pile of dirt at the Webb property left over from a water main repair that needs to be leveled. Dave Batson was responsible for the digging. Bob Breen will check with Dave Batson to see if he intends to level the dirt and if not Bob will solicit some help and take care of it himself. Patrick McKinley proposed paying Bob Breen (& helpers) if Dave Batson does not do the leveling. No motion was made. Bob will report on it at the next meeting.

Adjournment – Patrick McKinley motioned to adjourn. Bob Breen seconded. Meeting adjourned at 8:00 pm. Next meeting is Wednesday, August 8, 2018.

Trustee Signature

Trustee Signature