

LAKE WAPOGASSET & BEAR TRAP SANITARY DISTRICT

MEETING MINUTES—JANUARY 3, 2017

The January meeting of the LWBT Sanitary District was called to order by President Dave Erspamer at 7:00 in the District Office.

Commissioners present: Dave Erspamer, Commissioner-President; Mark Tryggestad, Commissioner-Treasurer; Paul Elbing, Commissioner-Secretary; Dennis Badman, Commissioner.

Employees present: Neil Pickard, Chad Ruff, Ken Baillargeon and Heidi Erspamer.

Minutes of the November meeting were approved as distributed.

TREASURER'S REPORT

Mark gave the board a summary of our 2016 finances. He reported that our 2016 revenues were approximately \$2k more than we thought they would be. We posted close to a \$35k loss for this year, which will be more than offset by our depreciation. Equipment purchases came in over budget, however, it is important to keep in mind that a significant number of repairs took place in 2016.

Mark also noted that our insurance costs keep rising, thus we should probably have these rebid. Heidi will look into this.

Denny moved that we accept the 2017 budget as was previously reviewed. The motion was seconded and passed.

OPERATIONS REPORT: Maintenance

Neil reported that, other than replacing battery packs in some of the stations, it has fortunately been pretty quiet in December. All the issues we faced this summer have been resolved, and also the new antenna installed on our building seems to be working.

Chad spoke with Bruce from Tri-State about scheduling the blower installation.

Dave inquired about the Lift Station #8 panel electrical problem. Right now, both the generator and power can be on at the same time. Denny said that a make-break switch needs to be installed. Chad will be checking- in with AI (Total Control) about this problem and will also be working with AI to schedule a time for installation; recognizing that they will also have to coordinate with Bruce at Total Control.

Dave asked if the dump truck can eventually be stored inside our shed. It can be stored once the Lift Station #8 panel is out of the way.

OPERATIONS REPORT: Office

Commissioners and staff were told that our engineer, Les Mateffy, is very ill with a brain tumor. He has been a great resource to the Sanitary District over the years and we wish him well. The District will be sending him a card.

OLD BUSINESS

The commissioners requested that maintenance staff prepare a 5-year repair/replace plan for all lift and grinder stations. The board has not reviewed this in a while and would like to be updated. Neil suggested that we put this on a spread sheet so we can sort by lift station and repair dates.

Dave reminded everyone that 2016 was a challenging year with our many repairs and the inauguration of our weed harvesting machine. 2017 is going to be a planning year so we can identify what needs to be improved upon and areas on which we should focus.

NEW BUSINESS

Dave asked if April would be too early to put an ad in the paper for additional harvester operators. Neil thought that three operators should be added in addition to District staff. Mark requested that staff consider how much time each wants to put into operating the harvester this summer; specifically, how many harvesting hours they would be willing to work each. This will help us identify additional staffing needs.

The meeting was adjourned at 7:20.

Our next meeting Sanitary District Board meeting will be Monday, February 6th at 7:00 in the District office.

Respectfully Submitted,

Heidi Erspamer, Recording Secretary