

**MIDWAY SEWER DISTRICT  
COMMISSIONERS MEETING  
OCTOBER 28, 2009**

Commissioners Hendrickson and Koester were present. Also present: Mr. Griffith, Ms. Ford, Mr. Grodt, and Mr. Kase.

The meeting was called to order by the President at 4:00 p.m.

The agenda for today's meeting was approved without modification.

M/S/C approving the minutes of the meeting of October 14, 2009, and the workshop on October 22, 2009.

**VOUCHERS:**

The Board was notified that there is a gap in the Blanket Voucher numbers, due to operator error with the new Springbrook upgrade that took place on October 12, 2009.

The Maintenance Fund will have a gap in the numerical sequence of vouchers #290911 through #290963.

M/S/C approving Maintenance vouchers #0290906 through #0290910 and #0290964 through #0290976 in the amount of \$79,957.64, including special vouchers #0290906 through #0290910 in the amount of \$44,383.82.

2008 Public Works Trust Fund vouchers #0298022 through #0298023 in the amount of \$8,805.39.

Board approval of payment of \$28,622.13 for 23 employees for direct deposit of the November draw.

**LIENS:**

M/S/C approving the liens as presented.

**RELEASE OF LIEN:**

M/S/C approving the release of lien as presented.

**CUSTOMER REQUEST FOR RELIEF CONCERNING VACANCY POLICY:**

The customer who requested to be added to the agenda for this meeting was not in attendance. No action was taken.

**REVIEW OF THE SECOND QUARTER 2009 FINANCIAL STATEMENTS:**

The Board reviewed the second quarter financial statements of the District, as prepared by Benson & McLaughlin. It was noted that operating revenue was less than the prior year despite the rate increase at the beginning of the year.

**HRA VEBA IS SEEKING NOMINATIONS FOR BOARD OF TRUSTEES:**

The Manager said that HRA VEBA Board of Trustees is seeking nominations to replace two upcoming vacancies, one to represent counties, cities, and towns, and the other to represent special purpose districts. Participating employers are eligible to nominate a replacement Trustee to represent their respective public service agency category. Nominations will be accepted until November 9, 2009.

**MANAGER REPORT:**

The Manager distributed his written report on his recent activities.

**OFFICE MANAGER REPORT:**

The Office Manager reported the following:

1. The upgrade to Version 7 of Springbrook has gone very well. Her are her staff are becoming familiar with the new look. There have been an issue with the Blanket Vouchers, and Karen is working thru the commercial billing.
2. The CPA's will be here on Monday to start the 3<sup>rd</sup> quarter compilation.
3. The Auditor is still here and should be done this week.

**TREATMENT PLANT SUPERVISOR REPORT:**

Mr. Griffith had nothing to report.

**ENGINEER'S REPORT:**

Mr. Grodt reported on the Influent Screens Replacement Project. He indicated that the channels are not the same width from top to bottom. It appears that the form work bulged somewhat near the bottom of the channel. The contractor cut a thin slab off on the side of the channel so the new screen would fit. The first screen should be set tomorrow. Both screens will be completed by November 12.

**COMMISSIONERS COMMENTS:**

Commissioner Hendrickson brought in some materials the Lakehaven Utility District had included with their billing. It was a newsletter, and two envelope sized flyers containing

information on proper waste disposal. He indicated that the Midway Sewer District needs to do similar flyer inclusions with its billings. The Manager stated that the District did include a flyer on what not to flush into the sewer in a recent billing.

Commissioner Koester said that Jeff Griffith and Walt Crahan should get paid to come to Board meetings that take place outside their regular working hours. He said he will leave it up to the Manager to decide how to accomplish this.

Commissioner Koester said that the November 10, 2009, meeting needs to be rescheduled to accommodate his schedule. He said the next Board meeting can be held November 9, 2009, at 9:00 am. Commissioner Hendrickson agreed to this schedule.

The next meeting will be November 9, 2009, at the District office at 9:00 a.m.

The meeting adjourned at 4:28 pm.

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KEN J. KASE

ATTEST:

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VINCENT H. KOESTER –SECRETARY