

Ottertail Water Management District

Dec 12, 2018

The Ottertail Water Management District Board of Commissioners met 4.00 pm at the Community Center building in Ottertail City, MN. Chairperson Johnson called the meeting to order. Commissioners Dean, Jones, Siems, Wheeler, Young, Loren Hawes, Asst Adm. Alex Kvidt and Adm. Rollie Mann attended.

Minutes: Minutes were sent by email prior to meeting. Motion made to accept the minutes as by Com. Siems; 2nd by Com. Wheeler. Motion passed.

Treasurer's Report: Report distributed by Treasurer Young. Motion made to accept the report by Com. Jones; 2nd by Com. Dean. Motion passed.

COH 2017: \$706,636.50

COH 2018: 622,020.06

Pay Bills: Bills were presented by Adm. Mann. Motion by Com. Wheeler to approve payments; 2nd by Com. Siems. Motion passed.

Maintenance: Adm. Mann presented the maintenance report. Asst Adm Kvidt presented his report.

- Old Business:**
- A. Motion to approve a \$5 rate fee increase by Com. Siems; 2nd by Com. Young. Motion passed.
 - B. Motion to approve Adm. Mann's employment and Pro Contract by Com. Young; 2nd by Com. Jones. Motion passed.
 - C. Motion by Com. Wheeler to approve the 2019 budget; 2nd by Com. Jones. Motion passes.
 - D. DNR letter.

- New Business:**
- A. Motion to approve the 2018 audit engagement letter with Swenson and Sauer by Com. Siems. 2nd by Com. Wheeler. Motion passed.
 - B. Motion by Com. Wheeler and 2nd by Com. Dean to certify unpaid administration and user fees to the county auditor for collection on the 2019 tax roles with a \$5.00 penalty attached & @ 12% interest. Motion passed. (\$27,073 is owed.)
 - C. Motion by Com. Young and 2nd by Com. Dean to renew MNhealth care savings plan. Motion passed.

Adjournment: Motion to adjourn by Com. Dean. 2nd by Com. Jones. Meeting adjourned.

Cindy Dean, Secretary



Dec. 12, 2018 MONTHLY MEETING AGENDA***** MERRY CHRISTMAS*****

- 1 OPEN MEETING.
- 2 APPROVAL OF MINUTES FROM LAST MEETING.
- 3 TREASURER REPORT
- 4 PAY BILLS
- 5 MAINTENANCE REPORT.
6. OLD BUSINESS
 - A. APPROVE USER FEE RATE CHANGES AS NEEDED, ROLLIES' 2019 CONTRACTS, OTHER WAGES & THEN 2019 APPROVE BUDGET
 - B. DNR LETTER REGARDING PROPERTY AQUISION.
7. NEW BUSINESS
 - A. APPROVE 2018 AUDIT ENGAGEMENT LETTER WITH SWENSON & SAUER.
 - B. CERTIFY UNPAID ADMINISTRATION & USER FEES TO COUNTY AUDITOR FOR COLLECTION ON THE 2019 TAX ROLES WITH A \$5.00 PENALTY ATTACHED & @ 12% INTEREST RATE. UNPAID AMOUNT IS \$27,073.00. PD. AMOUNT IS \$246,537.00
 - C. RENEW MNHEALTH CARE SAVINGS PLAN. THIS DOES NOT COST THE DISTRICT ANYTHING. ACTUALLY IT SAVES THE DISTRICT PAYROLL TAXES.
 - D. ANYTHING ELSE??

REMEMBER CHRISTMAS PARTY AFTER THE MEETING.

NEXT MEETING JAN. 9, 2019

MAINTENANCE REPORT

1. SERVICE CALLS THIS MONTH; REPLACED PUMP OT-1192
2. THERE WERE 2 SYSTEMS INSTALLED THIS PAST MONTH.
3. THERE WERE A COUPLE MORE COMPLIANCE INSPECTIONS DONE.
4. UPDATING AS BUILT FILES WITH INSTALLS & MODIFICATIONS TO SYSTEMS.
5. UPDATING DATA BASE WITH NEW OWNERS, ADDRESSES 911#'S ETC.
6. UPDATED 2019 BUDGET WITH ALEX, ALONG WITH RECORD KEEPING OF THE AS BUILTS & THE DATA BASE FUNCTIONS.
7. WORKING ON THE YEAR END BOOKKEEPING.

OTTERTAIL WATER MANAGEMENT DISTRICT ACCOUNTS PAYABLE

December 12, 2018

| | |
|---|--------------|
| BALANCE In First National Bank Battle Lake Before Dec. Bills | \$143,224.76 |
| OTTER TAIL CO. TREAS. BAL OF 2 ND HALF 2017 DELIQ. COLLECTIONS | \$ 1,346.00 |
| PERMITS | \$ 350.00 |
| INSPECTIONS | \$ 1,500.00 |

GENERAL FUND: BILLS DEC. 12, 2018

| | | |
|--|----------------------------------|--------------------|
| CENTURY LINK | PHONE | \$ 86.92 |
| PERA | CONTRIBUTION ACH | \$ 928.20 |
| MN NCPERS GROUP LIFE INSURANCE | PERA LIFE INS ACH | \$ 16.00 |
| 1 ST NAT'L BANK BATTLE LAKE | FEDERAL TAX DEPOSIT ACH | \$ 2,964.95 |
| STATE OF MN TO MSRS | ROLLIE'S COMP DEFERRED PLAN ACH | \$ 2,100.00 |
| 1 ST NAT'L BANK BATTLE LAKE | LORI'S HSA | \$ 366.50 |
| STATE OF MN TO MSRS | MNHCSPLANS ACH | \$ 1,363.17 |
| MINN. DEPT OF REVENUE | STATE TAX DEPOSIT | \$ 725.00 |
| VERIZON | CELL PHONES ACH | \$ 61.69 |
| ARVIG | INTERNET BILL | \$ 46.86 |
| ROLLIE MANN | PETTY CASH | \$ 16.00 |
| ROLAND MANN | DEC. SALARY/PD ON Jan.1,2019 ACH | \$ 1,800.00 |
| ROLAND MANN | BALANCE ON NOV. SAL | \$ 184.02 |
| ROLAND MANN | MED. FLEX. | \$ 270.04 |
| ROLAND MANN | RENT DEC. | \$ 375.00 |
| LORI MANN | WAGES | \$ 48.53 |
| LOREN HAWES | WAGES | \$ 558.03 |
| ALEXANDER KVIDT | WAGES FOR DEC. PD EOM | \$ 3,260.00 |
| ALEX KVIDT | BAL OF NOV. SAL. & ON CALL | \$ 697.52 |
| ALEX KVIDT | MILEAGE | \$ 299.75 |
| ALEX KVIDT | MEDICAL INS | \$ 337.04 |
| FUTURE HSA | ALEXS' HSA (ACH) | \$ 1,945.72 |
| BLUE CROSS & BLUE SHEILD | MED. INS | \$ 2,846.50 |
| NATIONWIDE | SURETY BOND FOR INSPECTIONS | \$ 225.00 |
| LAKES AREA REAL ESTATE | RENT JAN. 2019 | \$ 450.00 |
| UNIV. OF MINN | ALEX TRAINING 3 SCHOOLS | \$ 1,460.00 |
| | SUB TOTAL | \$23,432.04 |

BANK CARD CHARGES:

| | | |
|----------------------|------|----------|
| BATTLE LAKE STANDARD | FUEL | \$ 70.67 |
| CENEX OTTERTAIL | FUEL | \$ 48.90 |

| | | |
|----------------|--------------------------|-----------|
| | SUB TOTAL | \$ |
| DAVE ERWIN | COMMR' STIPEND & MILEAGE | \$ |
| DONN SIEMS | " " | \$ |
| HAROLD WHEELER | " " | \$ |
| NANCY JOHNSON | " " | \$ |
| BOB YOUNG | " " | \$ |
| CINDY DEAN | " " | \$ |
| DENNY JONES | " " | \$ |
| | TOTAL | \$ |

PUMPING FUND:

| | | |
|---------------|------------|-----------|
| HAWES PUMPING | PUMP TANKS | \$ 340.00 |
|---------------|------------|-----------|

TANKS & LINES:

| | | |
|---------------------|--------------|-----------|
| GOPHER STATE I CALL | LOCATES NOV | \$ 35.10 |
| J D LOCATING | LOCATES NOV. | \$ 626.50 |

PUMPS & CONTROLS:

| | | |
|-----------------------|---------------------------|-----------|
| BROGARD PLUMBING INC. | HELP REPLACE PUMP OT-1192 | \$ 180.00 |
|-----------------------|---------------------------|-----------|

Handwritten notes:
 \$10.00
 \$283.72
 \$346.35
 \$41.50
 \$51.84
 \$55.40
 \$330.00

December 12th, 2018 Monthly Meeting

Assistant Administrator Report

1. Received the scanner right after Thanksgiving. Have scanned all the records from Rollie's shop along with some he had in his office. I have been saving everything under the parcel number of the property. All these documents are backed up on the cloud and on some external hard drives.
2. Received the new record keeping program from the County last week. I am in the process of creating the files and saving the appropriate documents to each file. This process will take a little bit to finish up.
3. I have had a couple of service calls lately. No major repairs have had to be made.

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**Otter Tail Water Management District
Treasurer's Report**

| Checking Accounts | 30-Nov-18 | | Pumps/Contrls | Pumping | Money Mkt | Totals |
|-------------------------------|--------------|-------------|---------------|------------|--------------|-----------------|
| | General Acct | Tank/Line | | | | |
| Beginning balance Nov 1, 2018 | 4118 | 7802 | 7829 | 7810 | 490 | |
| Interest income for month | \$153,891.74 | \$44,107.14 | \$33,171.89 | \$2,470.05 | \$134,531.94 | \$13,355,915.00 |
| Receipts for month | \$30.25 | \$8.57 | \$6.50 | \$0.38 | \$143.75 | \$189.45 |
| Internal transfers | \$3,212.18 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,212.18 |
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | \$157,134.17 | \$44,115.71 | \$33,178.39 | \$2,470.43 | \$134,675.69 | \$371,574.39 |
| November disbursements | \$13,909.41 | \$16,099.54 | \$1,600.00 | \$1,740.00 | \$0.00 | \$0.00 |
| Internal transfers | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Ending balance Nov 30, 2018 | \$143,224.76 | \$28,016.17 | \$31,578.39 | 730.43 | \$134,675.69 | \$338,225.44 |

Disbursements for month

| | | |
|---------------|-------------|----------------|
| 19 checks | \$8,649.13 | Gen Acct |
| 12 ACH pymnts | \$5,260.28 | Gen Acct |
| 4 checks | \$16,099.54 | Tank/Line |
| 1 check | \$1,600.00 | Pumps/Controls |
| 1 check | \$1,735.00 | Pumping |
| 1 ACH pymnt | \$5.00 | Pumping |

CD Summary

| CD # | Int rate | Time period | Gen Acct | Tank/Line | Pmps/Contrls | Pumping |
|------|----------|-------------|----------|-------------|--------------|-------------|
| 285 | 0.75% | 18 Month | | \$10,426.52 | | |
| 286 | 0.75% | 18 Month | | \$10,426.52 | | |
| 287 | 0.75% | 18 Month | | \$10,426.52 | | |
| 288 | 0.75% | 18 Month | | \$10,426.52 | | |
| 728 | 1.58% | 18 Month | | | \$71,424.26 | |
| 526 | 0.90% | 12Month | | | | \$15,345.58 |
| 527 | 0.90% | 12 Month | | | | \$10,230.38 |
| 528 | 0.90% | 12 Month | | \$10,230.38 | | |
| 529 | 0.90% | 12 Month | | \$10,230.38 | | |
| 530 | 1.47% | 24Month | | \$10,385.63 | | |
| 531 | 1.47% | 24Month | | \$10,385.63 | | |
| 532 | 1.47% | 24Month | | \$10,385.63 | | |
| 533 | 1.47% | 24Month | | \$10,385.63 | | |
| 534 | 1.47% | 24Month | | \$31,156.89 | | |
| 535 | 1.47% | 24Month | | \$31,156.89 | | |
| 536 | 1.47% | 24Month | | | \$10,385.63 | |
| 537 | | | | | \$10,385.63 | |

| | | | | | | |
|---------------------------------|--------------|--------------|--------------|-------------|--------------|--------------|
| CD TOTALS | \$0.00 | \$166,023.14 | \$92,195.52 | \$25,575.96 | \$283,794.62 | |
| ACCOUNT TOTALS | \$143,224.76 | \$194,039.31 | \$123,773.91 | \$26,306.39 | \$134,675.69 | \$622,020.06 |
| TOTAL CASH ON HAND 30-Nov-18 | | | \$622,020.06 | | | |
| | | | \$706,636.50 | | | |

Ottertail Water Management District

Nov 14, 2018

The Ottertail Water Management District Board of Commissioners met 4.00 pm at the Community Center building in Ottertail City, MN. Chairperson Johnson called the meeting to order. Commissioners Dean, Jones, Siems, Wheeler, Young, Asst. Adm. Alex Kvidt and Adm. Rollie Mann attended.

Minutes: Minutes were sent by email prior to meeting. Motion made to accept the minutes by Com. Wheeler; 2nd by Com. Young. Motion passed.

Treasurer's Report: Report distributed by Treasurer Young. Motion made to accept the report by Com. Jones 2nd by Com. Siems. Motion passed.

COH 2017: \$706,465.87

COH 2018: \$651,897.38

Pay Bills: Bills were presented by Adm. Mann. Motion by Com. Dean to approve payments; 2nd by Com. Jones. Motion passed.

Maintenance: Adm. Mann presented the maintenance report.

Old Business: A. Asst. Kvidt's job performance evaluation was presented for the completion of his probationary period. Areas of training that have not been provided to him yet were identified. The training for these areas must be completed from Nov., 2018 to April, 2019.

B. Lori Mann has completed the manual for Administrator.

C. Adm. Mann's employment and future contract were discussed. The decision was made that his future contract will end on May 31, 2019, which will be the end of his employment due to his retirement from the OTWMD.

D. Budget discussion postponed to Dec meeting.

New Business: A. The Christmas Get-Together will be after the Dec meeting at Rollie's house.

B. Motion by Com. Wheeler and 2nd by Com. Jones to pay Asst. Adm. Kvidt's expenses for required training. Motion passed.

Alex Report: A. Update regarding GIS office system link...almost complete.

B. Scanner to be ordered.

C. Contract for Microsoft Office is \$186/year.

D. PCA classes.

Adjournment: Motion to adjourn by Com. Siems; 2nd by Com. Young. Meeting adjourned

Cindy Dean, Secretary



PROPOSED 2019 GENERAL Budget

2018 Gen. Budget & Exp. To Dec. 31, 2018 & 2019 BUDGET

| ITEM | 2018 EXPENSES TO DATE | REMAINING EXP. | BUDGET 2018 | BUDGET 2019 |
|----------------------------|-----------------------|----------------------------------|---------------------|---------------------|
| Insurance/PERA | \$ 8,350.00 | \$ 00.00 | \$ 8,900.00 | \$10,680.0 (1) |
| Audits | \$ 6,500.00 | \$ 00.00 | \$ 6,500.00 | \$ 6,500.00 |
| Legal Services | \$ 1,780.00 | \$ 00.0 | \$ 1,400.00 | \$ 1,400.00 |
| Postage, office/ misc. exp | \$ 3,300.00 | \$ 00.00 | \$ 3,000.00 | \$ 3,000.00 |
| Rent- (2) | \$ 6,550.00 | \$ 0.00 | \$ 4,600.00 | \$ 8,300.00(2) |
| Payroll taxes | \$ 9,100.00 | \$ 00.00 | \$ 7,700.00 | \$ 7,500.00 |
| Training | \$ 900.00 | \$ 0.0 | \$ 900.00 | \$ 2,000.00 |
| Tools & Safety equip. | \$ 465.00 | \$ 00.00 | \$ 400.00 | \$ 400.00 |
| Fuel-mileage paid | \$ 3,500.00 | \$ 00.00 | \$ 3,000.00 | \$ 3,200.00 |
| Board Compensation | \$ 1,625.00 | \$ 1,500.00 | \$ 3,400.00 | \$ 3,400.00 |
| Payroll full time IE Alex | \$123,535.00 | \$ 0.00 | \$97,380.00 | \$105,885.00 (3) |
| Payroll part time/on call | \$ 21,925.00 | \$ 0.00 | \$38,215.00 | \$ 11,700.00 |
| Permit MPCA & Licenses | \$ 425.00 | \$ 000.0 | \$ 425.00 | \$ 425.00 |
| Vehicle Depreciation Fund | \$ 4,000.00 | \$ 4,000.00 | \$ 4,000.00 | \$ 4,000.00 |
| Computer/Software Fund | \$ 1,540.00 | \$ 00.00 | \$ 1,000.00 | \$ 1,000.00 |
| Phones//Internet | \$ 2,800.00 | \$ 0.00 | \$ 2,200.00 | \$ 2,500.00 |
| Locator Services(8) | \$12,900.00 | \$ 00.00 | \$ 7,900.00 | \$ 000.00 |
| TOTAL | \$198,295.00 | + \$ 5,500.= \$203,795.00 | \$188,180.00 | \$172,315.00 |

(1) Includes; PERA \$5,500.00, MCIT Ins. \$5,180.00 .

(2) Includes; utilities, parking stall, storage of spare pumps, panels, misc. parts, safety equip, & files @\$275.00 for 5 months, then somewhere else \$250.00? Rent at other office @ \$450.00/mo.

(3) Rollie payroll includes his med. ins., mo. flex plan mo. MN Health Care Saving & Comp Deferred plans which will vary from month to month in the amounts he designates for contributions. Renewed 1 yr. PRO contract starting Feb. 1, 2019. Salary would end on May 31,2019. Life Ins. paid by District thru June 1, 2019. Plus remaining comp hrs., which will be down 40 to 80 or less by the end of Jan., 2019. \$37,185.00

Alex payroll ie his medical & HSA allowance of \$7,380.00 with His hourly rate is now \$30.00hr., on Jan. 1 it goes to \$31.00/hr., his 2019 payroll will be \$69,000.00

- 4. Office help: mo. wage of \$550.00 month same as last yr. With over 25 hrs./mo. at \$18.00 hr. Pd.\$6,125.00 To date. 2018 payroll budget was \$ 7,670.00. 2019 wage for 5 months \$ 3,500.00
- 5. Loren @ \$25.00/hr. along with on call time. \$ 1,000.00
- 6. On call rate at \$60.00 per day. \$ 7,200.00

Payroll total \$117,585.00

7. The 2018 large budget overages were; Payroll \$11,800. ,rent \$3,700., payroll taxes \$1,400.

8 Locator services were pd. & would be paid out of tank & line fund.

9. Vehicle fund is still in the account.

2018 EXPENSES OF SPECIAL FUNDS & PROJECTED 2019 INCOME WITH CHANGES

| FUND | Expenses to 11/14/18 | REMAINING EXP | 2018 INCOME | 2019 INCOME |
|------------------|----------------------|---------------|--------------|--------------|
| Pumping | \$50,600.00 | \$ 0.00 | \$37,900.00 | \$38,850.00 |
| Tanks & Lines | \$47,567.00 | \$ 0.0 | \$48,500.00 | \$50,360.00 |
| Pumps & Controls | \$12,898.00 | \$ 0.00 | \$21,000.00 | \$21,900.00 |
| Totals | \$111,065.00 | \$ 0.00 | \$107,400.00 | \$111,090.00 |

(1) 2013 -75 tanks & 25 lift stations pumped & cleaned plus 13 cluster filter tanks & the filters \$18,300.

(2) 2014- 70 tanks & 90 lift stations pumped & cleaned plus 13 cluster filter tanks & the filters \$25,600.

(3) 2015- 105 tanks & 110 lifts were pumped & cleaned plus 13 cluster filter tanks & filters \$11,445.00

(4) 2016- 195 tanks & 112 lifts were pumped & cleaned plus 13 cluster filter tanks & filters \$34,878.00

- (5) 2017 tank & lift pumping & cleaned plus 13 cluster filter tanks & filters \$48,860.00
 (6) 2018 tank & lift pumped & cleaned, plus the 13 cluster filter tanks & filters \$50,600.00
 (7) All active systems have now had their tanks & lifts cleaned. In 2019 pump only permanents & lifts. Recommend doing the seasonal tanks every 6 years at the most. The seasonal lifts still need to be done every 3 years. PUMPS REPAIRED 2 in inventory now & 3 new ones. Last 2017 costs to rebuild them was \$8,140.00. There are 12 in for rebuild now. Projected cost \$3,800.00. 2018 costs of lift station parts, brackets, floats etc. was \$4,500.00. Still have most of the brackets & many floats in inventory. In 2018 pulled 10 failed pumps labor cost about \$200. per pump, plus the pump. 4 New pumps @ \$ 950.00 & 6 used @ \$350.00. Pump failures for 2019, estimate 16, at a cost of \$550.00 to \$1,300.00 each?

| ITEM | PROJECTED 2019 INCOME/GENERAL FUND | 2018 INCOME TO DATE |
|---|------------------------------------|--|
| Administration fees \$2.00 raise | \$89,700.00 | \$ 77,755.00 |
| General Maintenance no raise | \$77,000.00 | \$ 70,270.00 |
| Old Assessments/Delinquent fees interest | \$ 2,000.00 | \$ 1,575.00 |
| Del. Fees & Penalties all to Gen. Fund from (2018) | \$30,000.00 | \$ 16,265.00 |
| Interest for General funds to end of year rates | \$ 300.00 | \$ 300.00 |
| Permits & Inspections | \$ 18,000.00 (\$25,565.in 2017) | \$ 21,060.00 (1) |
| PERA Assistance, | \$ 270.00 | \$ 270.00 |
| Repairs, Tech assist. | \$ 1,000.00 | \$ 1,830.00 |
| MCIT Insurance refunds to be received | \$ 1,200.00 | \$ 1,340.00 |
| TOTAL | \$219,470.00 | |
| Less Delinquent Accounts in 2019 | \$ 24,000.00 | |
| 2 nd half of 2017 Delinquent fees received | | \$ 15,050.00 |
| Income TO DATE | | \$205,715 .00 |
| Projected General income | \$195,470.00 | |
| General budget Expense projected for | 2019 \$172,315.00 | Actual for 2018 is \$203,795.00 |
| Projected balance in General fund | + \$23,000.00 | +\$2,000.00 |

(1) Permits \$8,610.00 & Compliance inspects income this yr. is \$12,450.
 PROJECTED JAN. 1, 2019 GENERAL account balance is going to be approximately \$90,000. After all 2018 bills paid & special equipment fund transfers of \$69,490.00 are made.
 Raise Permit fee to \$400.00 @ \$350.00 now for single dwellings, multiple additional \$90.00/per each & sewer line replacement or addition \$200.00. Compliance inspects \$125.00 to \$250.00 depending on type
FUND BAL. ----- 2019 INCOME FOR SPECIAL FUNDS

| FUND BALANCES with 2018 fees | 2019 INCOME WITH RATE INCREASES |
|--|-----------------------------------|
| Pumping \$ 34,040.00 | \$38,850.00 \$1.00/ rate increase |
| Tanks and Lines \$260,000.00 | \$50,200.00 \$2.00 /rate raise |
| Pumps & controls \$217,000.00 ie \$70,000. In money market | \$22,000.00 no increase |
| Total \$511,040.00 | \$110,100.00 |

Remaining repairs being W-175 \$7,500.? The 2018 Lift station coating & rehab. cost was \$34,000. Rates were increased in 2017 & 18. Admin fee has been \$50.00 since 2011. There were No rate increases in 2014 or 16. In 2019 the District needs to plan to spend \$60,000.00 or more, to replace 4 known older & more systems that are non-compliant. Cost to repair systems @ OT399 was \$8,100 & \$7,350 @ OT-707.

| | 2015 they were raised | 2017 Raised | 2018 raised | Need to raise in 2019 |
|------------------------|-----------------------|-------------|-------------|-----------------------|
| 1. Pumping fund | \$1.00 | \$0.00 | 0.00 | 1.00 |
| 2. General maint. fund | \$2.00 | \$2.00 | 2.00 | 0.00 |
| 3. Tank & line fund | \$0.00 | \$2.00 | 2.00 | 2.00 |
| 4. Pumps & controls | \$2.00 | \$1.00 | .00 | 0.00 |
| 5. Admin Fee | \$0.00 | \$ 0.0 | .00 | 2.00 |

At this time after the remaining 2018 expenses are covered and the special equipment funds of \$69,500.00 is transferred. The balance in the general fund then will be + \$90,000.00. left. This amount will cash flow 2019 expenses until the 2019 user fees are received with no problem.

Rates need to be raised to cover the non-compliant systems being found on active maintenance. Next year equipment funds need to be raised again to cover replacement expenses .

Permit fees need to go up due to the Gopher one calls associated with the construction sites. There are usually multiple locates (3-5) or more, at these sites & costs about \$28.00 per locate.

Need for a permanent office & storage building if to be built, needs to be addressed & how to be funded.

Future pumping plan for upcoming years recommending

Permanents pumped every 3 years & seasonal every 6 years.

Cost to do that will be \$25,000. 00 for the 1st 3 yrs. Then 3 yrs. later the cost for that schedule, starting in 2022 will be \$63,000.00 + thru 2027. Then after 3 yrs. that will fall back to \$25,000.+/ yr.

Pumping income is now \$38,000/yr. Money saved the 1st 3 yrs. help will cover the shortfall including what is in that account now. After that time period additional income will be saved. Rates will still need to be increased to cover increase costs to pump.

Present costs to pump tanks this year varies from 130.00 to \$180.00 depending on tank size.

Present costs to pump a lift station is \$55.00.

All lifts need to be cleaned every 3 years. That cost is included in the previous figures.

NOTE THESE COSTS ARE BASE ON 2018 PUMPING RATES.

| | |
|----------------------------------|------------|
| Residences on Active maintenance | |
| Permanent | 250 |
| Seasonal | <u>680</u> |
| Total | 930 |
| On site with a lift station | 373 |
| Cluster lift stations | |
| Single | 81 |
| Dual | <u>185</u> |
| Total lifts | 636 |

There are 3 systems at this time that the District will have to replace in 2019. Estimate costs at \$6,000. 00 to \$8,500.00 each?