

SEPT.12, 2018 MONTHLY MEETING AGENDA

- 1 OPEN MEETING.
- 2 APPROVAL OF MINUTES FROM LAST MEETING.
- 3 TREASURER REPORT
- 4 PAY BILLS
- 5 MAINTENANCE REPORT.
- 6 OLD BUSINESS
 - A. QUOTES TO REPLACE SYSTEM AT W-175 NOT IN YET.
 - B. LETTER SENT TO DNR TO ACCEPT REARING POND PROPERTY.
7. NEW BUSINESS
 - A.

9. ANYTHING ELSE.

NEXT MEETING OCT. 10, 2018

MAINTENANCE REPORT

1. SERVICE CALLS THIS MONTH; HAD A FEW BACK UPS. AGAIN MOST WERE OWNERS PROBLEMS FROM THE TANK TO THE HOUSE. REPAIRED SEVERAL LIFT CONTROLS PROBLEMS THAT WERE RELAYS, FLOATS & FUSES. THESE WERE FOUND WHEN REPLACED PUMPS @ OT-247 & OT-401 WITH THE HELP OF BROGARDS.
2. 2 SYSTEMS WERE INSTALLED THIS MONTH. THERE ARE SEVERAL MORE TO DO YET
3. ISSUED NUMEROUS PERMITS & CERTIFICATION LETTERS FOR REMODELING & CONSTRUCTION.
4. SEVERAL MORE COMPLIANCE INSPECTS HAVE BEEN DONE.
5. HAWES FINISHED SCHEDULED PUMPING TANKS & CLEANING LIFTS . THEY HAVE COMPLETED THE LIST THAT I GAVE THEM THIS SPRING.
6. 2ND HALF OF USER FEES STILL BEING RECEIVED IN.
7. STARTED WORKING ON 2019 BUDGET

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

31-Aug-18

Checking Accounts

	General Acct 4118	Tank/Line 7802	Pmps/Cntrls 7829	Pumping 7810	Money Mkt 490	Totals
Beginning blance June 1, 2018	\$169,091.75	\$57,195.96	\$37,173.70	\$41,687.09	\$134,148.05	\$13,355,915.00
Interest income for month	\$34.89	\$11.53	\$7.58	\$7.78	\$119.63	\$181.41
Receipts for month	\$8,684.77	\$0.00	\$0.00	\$0.00	\$0.00	\$8,684.77
Internal transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$177,811.41	\$57,207.49	\$37,181.28	\$41,694.87	\$134,267.68	\$448,162.73
June disbursements	\$17,757.46	\$5,360.67	\$2,862.21	\$9,730.00	\$0.00	
Internal transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ending balance June 30, 2018	\$160,053.95	\$51,846.82	\$34,319.07	\$31,964.87	\$134,267.68	\$412,452.39

Disbursements for month

20 checks	\$8,899.68	Gen Acct
12 ACH pymnts	\$8,857.78	Gen Acct
4 checks	\$5,360.67	Tank/Line
4 checks	\$2,862.21	Pumps/Controls
1 check	\$9,730.00	Pumping

CD Summary

CD #	Int rate	Time period	Gen Acct	Tank/Line	Pmps/Cntrls	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	\$25,377.13	\$283,595.79
ACCOUNT TOTALS			\$160,053.95	\$217,869.96	\$126,514.59	\$57,342.00	\$134,267.68
TOTAL CASH ON HAND			\$696,048.18				

31-Aug-18

31-Aug-17 \$770,772.42

OTTERTAIL WATER MANAGEMENT DISTRICT ACCOUNTS PAYABLE
September 12, 2018

BALANCE: In First National Bank Battle Lake before Sept. Bills		\$160,053.95
COMPLIANCE INSPECTS		\$ 2,550.00
USER FEES		\$ 3,073.50
PERMITS		\$ 1,400.00
OTTER TAIL CO. TREAS.	DELINQUENT FEES	\$ 1,574.74
STATE OF MINN.	PERA AID	\$ 134.50

GENERAL FUND: BILLS SEPT. 12, 2018

CENTURY LINK	PHONE	\$ 93.66
PERA	CONTRIBUTION (ACH)	\$ 924.00
MN NCPERS GROUP LIFE INSURANCE	PERA LIFE INS	\$ 16.00
FEDERAL TAX DEPOSIT	(ACH)	\$ 2,820.82
MINN. DEPT OF REVENUE	STATE TAX DEPOSIT	\$ 750.00
STATE OF MN	ROLLIE'S COMP DEFFERED PLAN	\$ 2,200.00
FIRST NAT. BANK BL	LORI'S HSA	\$ 366.50
STATE OF MN	MN HCSPS' (ACH)	\$ 1,363.19
VERIZON	CELL PHONES (ACH)	\$ 104.78
ARVIG	INTERNET BILL	\$ 47.85
ROLLIE MANN	PETTY CASH	\$ 35.00
ROLAND MANN	SEPT. SALARY/PD-EOM (ACH)	\$ 1,800.00
ROLAND MANN	RENT SEPT.	\$ 375.00
ROLAND MANN	BALANCE OF SEPT. SAL	\$ 220.49
LORI MANN	WAGES	\$ 48.53
LOREN HAWES	ON CALL	\$ 248.97
ALEX KVIDT	BALANCE OF WAGES & ON CALL	\$ 859.96
ALEX KVIDT	MILEAGE	\$ 446.90
ALEX KVIDT	MED. INS	\$ 337.04
DAVID WEISER	RENT OCT.	\$ 450.00
	SUB TOTAL	\$13,508.69

BANK CARD CHARGES

BATTLE LAKE STANDARD	GAS	\$ 13.00
CENEX OT CITY	GAS	\$ 70.00
FLEET FARM	MISC. SUPPLIES/TOOLS	\$ 170.00

PUMPING FUND

HAWES PUMPING	PUMP TANKS/LIFTS	\$21,504.50
TANKS & LINES		
GOPHER STATE 1 CALL	LOCATES/ AUG.	\$ 128.55
JAKES LAWN SERV.	MOW CLUSTERS	\$ 97.00
J D LOCATING	LOCATES	\$ 1,951.00
BROGARD PLUMBING	BAL. OWED ON OT-707 \$1,600. , REPAIRS @	
\	OT-820 & CURB STOP REPAIRS/FITTINGS	\$ 4,107.10
PUMPS & CONTROLS		
BROGAR PLUMBING	HELP REPLACE PUMPS OT-1004& OT-247	\$ 440.00
HUBER ELECTRIC	WIRING @ OT-707	\$ 451.30



QUOTE

102 East Lincoln Avenue
 Fergus Falls, MN 56537
 218-739-5295, Fax 218-739-3804
rmollerud@coopersinc.com

INVOICE NO. 001
 DATE September 12, 2018
 CUSTOMER ID OTWMD
 EXPIRATION DATE 10/12/2018

TO OTWMD
 c/o: Rollie Mann
 27234 368th Ave
 Battle Lake, MN 56515
 (218) 864-5533

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Dan Murdock	Desktop		

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1.00	PC,ACER Veriton VM4650G	\$ 749.95	\$ 749.95
	Intel I3-7100 Processor		
	8 GB RAM 1000 GB HDD		
	Windows 10 Pro		
	3 Year Manufacturer Warranty		500.-
1.00 2	24" Monitor	\$ 249.99	\$ 249.99
1.00	Discount	\$ (125.00)	\$ (125.00)
2.00	Setup Fee (Estimated 2 hours)	89.00	178.00

SUBTOTAL	\$ 1,052.94
SALES TAX	-
TOTAL	\$ 1,052.94

Quotation prepared by: _____

This is a quotation on the goods named, subject to the conditions noted below:
 (Describe any conditions pertaining to these prices and any additional terms of the agreement.
 You may want to include contingencies that will affect the quotation.)

To accept this quotation, sign here and return: _____

September 12th,2018 Monthly Meeting

Assistant Administrator Report

- 1. Rollie and I met with Sherry Leabo at the County GIS Office to discuss an access database program for record keeping. I am currently working with Sherry and the Land and Resource Office to put the final touches on this program to get it ready for use.**
- 2. A desktop computer and scanner are needed for me to use this program to the best of its ability. Work in progress. The sooner I can get this in place and start using the new program the smoother the transition will go for record keeping.**
- 3. The first couple of digital sewer applications have been submitted and the contractors seem to have a positive response so far.**