

# OTWMD

Otter Tail Water Management District

**Event:** The OTWMD monthly board meeting

**Location:** Community Center building in Ottertail City, MN

**Date:** June 12, 2024

**Time:** 4:00pm

**Officers present:** Adm. Kvidt, Chair. Johnson, Treas. Wheeler, Sec. Dean

**Board members present:** Com. Bleichner, Com. Cannady, Com. Damrau.

**Next Meeting Date:** July 10th, 2024

1. **Meeting:** Called to order by Chair. Johnson at 4pm.

2. **Minutes:** Minutes were sent by email prior to meeting. Motion by Treas. Wheeler to accept the minutes. 2<sup>nd</sup> by Com. Cannady.

**Motion passed.**

3. **Treasurer Report:** The report was presented by Treas. Wheeler.

Motion by to accept the report by Com. Bleichner

2<sup>nd</sup> Com. Damrau . **Motion passed.**

## TOTAL CASH ON HAND

**5/31/2024:** \$864,832.53      **5/31/2023:** \$848,259.45

4. **Pay Bills:** Bills were presented by Adm. Kvidt. Motion by Sec. Dean to pay the bills; 2<sup>nd</sup> by Com. Cannady. **Motion passed.**

5. **OTWMD Board Members Commissioner Stipend Form** is attached at the back of the agenda. Will be sending out checks after the board meeting for this.

6. **OTWMD Ordinance Update:** Chad Miller updated the negotiation.

7. **2023 OTWMD Yearly Audit by Carlson SV Update:** starting in July

8. **Active Maintenance Systems Update:** presented by Adm Kvidt. In full swing now.

Cindy Dean, Sec.

## **Otter Tail Water Management District Monthly Meeting**

**Meeting Date:** June 12<sup>th</sup>, 2024

**Next Meeting Date:** July 10<sup>th</sup>, 2024

### **Agenda:**

1. Open Meeting
2. Approval of Minutes from Last Meetings
3. Treasurer Report
4. Pay Bills
  - a. Transferred from Money Market account to cover bills:
    - 6/3/2024 Tanks and Lines Account: \$20,000.00
    - 6/5/2024 Pumps and Controls Account: \$5,000.00
5. OTWMD Board Members Commissioner Stipend Form is attached at the back of the agenda. Will be sending out checks after the board meeting for this.
6. OTWMD Ordinance Update
  - a. 6/11/2024 Meeting with Otter Tail County Attorney Michelle Eldien and Deputy County Administrator Nick Leonard.
  - b. Chad Miller, Krekelberg Law Firm, Update for Board
7. 2023 OTWMD Yearly Audit by Carlson SV Update:
  - a. 5/29/2024 Per email from Carlson SV they plan on starting the district 2023 Audit in late June/Early July 2024
8. Active Maintenance Systems Update:
  - a. 5/30/2024 30121 State Highway 78. Outdoor Renovation Updated the system. Bill is on the June 2024 Bill Sheet. System is now in compliance.
    - 6/4/2024 Homeowner has concerns about vegetation and location of new septic tank. Boards thoughts?
  - b. 5/7/2024 37486 Augustana Drive. System failed a compliance inspection. Scott's Septic Servies designed a replacement drainfield for this system. The system is currently out for bids. Update with installer hired. District responsible for the replacement drainfield for a 2-bedroom system.
  - c. 5/9/2024 27163 Timber Hills Road. System failed a compliance inspection. Schueller's Septic Solutions designed a replacement drainfield for this system. The system is currently for bids. Update with installer hired. District responsible for the replacement drainfield for a 3-bedroom system.
    - Who is responsible for the cost of tree removal on active maintenance replacement systems? Boards thoughts?
  - d. 27688 Pine Tree Road. Active Maintenance Replacement System Install. Brogard Plumbing will be installing the system this week.
  - e. 37486 Eldorado Beach Road. Outdoor Renovation hired to do the job this summer. The price of the project is \$6,000.00. The district is responsible for \$4,500.00 of the \$6,000.00. The homeowners are responsible for the additional bedroom. Working with the contract and owners on a timeline.
  - f. 27163 Timber Hills Road. Outdoor Renovation hired to do the job this summer. The price of the project is \$5,500.00. . Working with the contract and owners on a timeline.
9. 5/8/2024 Norwood Beach CIC. Part of the Septic System will be in the OTWMD, and part will be under Otter Tail County for the Septic System.
10. 5/15/2024 26792 Mar Tee Beach Road. Received a call regarding a garage being converted into living quarters with no record of a septic system permit. Drove by and there is remodeling being done but not far enough alone in the process to know what the end result is. What does the board want to do in situations like this?
11. Manhole Covers to Surface on Active Maintenance Systems Update:

- a. Concrete riser pipe is online is anywhere from \$125-145 per foot. Steel manhole covers are between \$100-200 per unit. Labor Cost???
  - We currently have some steel manhole covers available.
  - b. Ordered and Received 10 Plastic Manhole Covers and Spray Foam. Bill is on this month's bill sheet.
  - c. Order 20 feet of Riser pipe for extending covers to surface. Waiting on this bill.
  - d. As of 6/4/2024 39 concrete manhole covers have been brought to surface and replaced with plastic insulated manhole covers. Estimate that 333/1153 Active Properties are currently at the surface (28.9%). 12 concrete covers have been replaced with plastic insulated covers and brought to surface since last month's meeting.
12. 6/4/2024 Submitted 2024 Quarter 2 Reports to:
- a. MN Unemployment
  - b. State of Minnesota Department of Revenue
  - c. IRS
13. Alex Kvidt Contractual Raise takes effect 6/1/2024. This include a 6% increase in wages and another PTO day for the year 6/1/2024-5/31/2025. This was outlined in the contract signed last year for the period 6/1/2023-5/31/2026.

**Administrator's Report:**

1. 5/7/2024 27713 County Highway 83. The homeowner called about needing a replacement cap on the cleanout outside of the dwelling. Visited the property and replaced the broken cap. They will call if they have any further issues.
2. 5/7/2024 34558 Deer Lake Road. The pump is running continuously after the new wire was trenched in. Precision Electric will be investigating the issue.
  - a. 5/9/2024 Replaced all three floats with new. This did not solve the issue.
  - b. 5/13/2024 met with Precision Electric onsite. The contractor in the alarm panel is causing the issues. They were able to get it working correctly but will be replacing the contractor with a new one soon.
  - c. 5/28/2024 The homeowner called about gurgling in the plumbing in the house and feared it was an issue with the electrical again. Visited the property and found that the tanks and pumps are at the correct operating level and working as they should be. The issue appears to be between the tank and house. The homeowner will be snaking the line and will call if they have any further issues.
3. 5/7/2024 29251 State Highway 78. The homeowner called about the alarm being on. Visited the property and the utility company had the power off. Hawes Pumping pumped out part of the tank and lift station. Will reevaluate after the power comes back on tomorrow.
  - a. 5/8/2024 Reset the pump and floats. Everything is now working as it should be. The homeowner will call if they notice any further issues.
  - b. 5/28/2024 Alarm is on again. Service call on the weekend. Reset everything again and it works. Went back the next week and replaced the on/off mechanical float. Everything is working at this time. The homeowner will call if they notice any further issues.
4. 5/8/2024 40296 Blue Heron Lane. Met the electrician onsite and showed him where to turn on the alarm panel for the lift station after it was turned off for 3 years during construction. The pump is not working at this time. Will be meeting Hawes Pumping onsite and try to reprime the pump after so many years of no use.
  - a. 5/13/2024 Met Hawes Pumping onsite and were unable to get the pump to work. Will be replacing the pump with a new .5 HP Myers Pump.
  - b. 5/23/2024 Met Brogards Plumbing onsite and replaced the pump and floats with new. Everything appears to be working as it should be at this time.
5. 5/8/2024 41610 Channel Road. The contractor delivering a load of shingles drove over the passive maintenance mound. Nothing is torn up at this time it appears like everything is operating as it should be at

this time. Any repairs will be up to the property owner/contractor since this is a passive maintenance property.

6. 5/10/2024 39206 State Highway 78. After hours service call. Alarm is on. Visited the property and found the tank overfull. Was able to pump down the tank manually for the weekend and will be back next week to figure out the issue. The homeowner left the next day so was no need to pump the tank any further.
  - a. 5/13/2024 Visited the property and tested the floats and pump. Everything is working at this time. If an issue happens again we will need to investigate further. The homeowner will call if they have any further issues.
7. 5/11/2024 26477 State Highway 78. Woodland Beach CIC. Weekend service call. A broken inspection cap on the mound is causing septic to flow over the ground when the pump runs. Visited the property and capped the broken piece to get them through the weekend. Will replace and fix it next week.
  - a. 5/13/2024 Repaired the broke inspection pipe that was hit by a lawn mower. Everything appears to be working as it should be at this time. The homeowners will call if they notice any further issues.
8. 5/12/2024 27507 Timber Hills Road. Alarm on. Weekend service call. Visited the property and found that the pump is no longer working. Homeowners were fine with waiting until Monday morning to have the tank pumped.
  - a. 5/13/2024 Hawes Pumping pumped out the tanks and later in the day I went back and replaced the pump with a new Zoeller BN 152 Pump and a new on/off mechanical float. Also replaced the concrete manhole cover with a plastic insulated manhole cover. Everything appears to be working as it should be at this time. The homeowners will call if they notice any further issues.
9. 5/15/2024 39843 Winslow Lane. Arvig bored through the power line for the septic pump/alarm. The homeowner called and wanted the district to look at it to be sure. Visited the property and there is no power from the home to the lift station. The homeowner will be working with Arvig to get this repaired. In the meantime, the septic pump will be running off an extension cord. The homeowner will call if he has any further questions or issues.
10. 5/20/2024 26680 and 26684 Garden Loop share a lift station. During the active pumping 2024 list Hawes Pumping noticed that the pump leaks back into the tank slightly from the force main line to the cluster drainfield. Visited the property and was able to tighten the connection and it is no longer leaking.
  - a. 6/9/2024 Weekend service call. Septic backing up into cabin at 28680 Garden Loop. Visited property and found the tanks at the correct operating level. The issue appears to be in sewer line between septic tank and dwelling. The homeowner was going to contact a plumber to look at the issue.
  - b. 6/10/2024 Replaced light bulb socket on shared lift station control panel after the contactor rusted out when the light bulb was looked at.
11. 5/20/2024 27455 County Highway 83. Alarm on. Visited the property and the pump is out. Will be replacing pump with a new Zoeller BN152 Pump. The homeowner is gone until next weekend. Pump will be replaced by then.
  - a. 5/22/2024 Replaced the pump with a new Zoeller BN 152. Also replaced the on/off mechanical float. The homeowner will call if they notice any further issues.
12. 5/20/2024 28652 and 28660 County Highway 145. Extended the 6-inch inspection pipe over the inlet of the septic tank to be ground level and not buried for easier locating in the future.
13. 5/20/2024 28694 Garden Loop. Replaced light bulb after Hawes Pumping noticed alarm light not working during 2024 active pumping list. Everything appears to be working as it should be at this time.
14. 5/20/2024 39692 County Highway 1. During the 2024 active pumping list working with Hawes Pumping brought 4 concrete manhole covers to the surface and replaced them with plastic insulated covers. In the future 4 or 5 more tanks will be brought to the surface as well. This is a CIC property with 10+ septic tanks on it. Any tank able to will be brought to the surface for easier maintenance.
15. 5/22/2024 39877 and 39885 Clearmont Road. Shared passive maintenance system. 39877 has installed a new system for just its own property. The sewer line was cut for the shared system in the process. That system is not working correctly and has been being pumped when the tank is full. 39885 is working on a replacement system as well for a new dwelling they will be building in the near future. All costs of these systems is at the expenses of the homeowners due to being on passive maintenance.

16. 5/23/2024 27391 West Blarney Lane. Alarm on. Visited the property and reset all the breakers and everything is now working as it should be. The homeowners will call if they notice any further issues.
17. 5/24/2024 27434 West Blarney Lane. Hawes Pumping requested during the 2024 active maintenance pumping list that the float tree be lowered to give more warning if the pump goes out. Lowered the float tree so more reserve capacity is in the tanks when and if the alarm goes off.
18. 5/28/2024 32550 Blue Heron Drive. The homeowner called after hours on the weekend and stated that the drains are backing up in the house. Visited the property the next morning and found that the inlet of the septic tank was plugged. There was no 6-inch inspection cap over the inlet so brought the concrete manhole cover to surface and replaced with a plastic insulated manhole cover for easier maintenance in the future.
19. 5/30/2024 28078/28112/28124 County Highway 145. Hawes Pumping was pumping out for the 2024 active maintenance pumping list and the pump will not reprime. Will be replacing pump with Brogards Plumbing in the next week.
  - a. 6/5/2024 Replaced the pump with a new Myers .5 HP Pump and replaced all three floats. Performed this work with Brogards Plumbing. The homeowners will call if they notice any further issues.
20. 5/31/2024 Concrete Manhole covers brought to surface with Hawes Pumping and replaced with new insulated plastic manhole covers:
  - a. 36032 County Highway 72
  - b. 38525 County Highway 145
  - c. 28543 County Highway 145
21. 5/31/2024 27326 Cloverleaf Lane. The inspection cap broke over the inlet of septic tank. Replaced with new 6-inch cover.
22. 6/3/2024 Concrete Manhole covers brought to surface with Hawes Pumping and replaced with new insulated plastic manhole covers:
  - a. 35866 Augustana Drive
  - b. 35835 County Highway 72
  - c. 36102 County Highway 72
23. 6/6/2024 41770 Riviera Drive. Alarm on. Hawes Pumping saw and called the office when they were pumping out a neighbor's property. Bought a new Zoeller BN 152 Pump from Brogards Plumbing. Replaced the old one. Everything appears to be working as it should be at this time. The homeowners will call if they notice any further issues.
24. 6/7/2024 30059 State Highway 78. Met with homeowner about locating sewer system for planting of trees.
25. 6/9/2024 133 & 135 Bay View Road. Weekend service call. Alarm light on. Visited the property and found the tanks to be at the correct level but the alarm float appears to be no longer working. I will be replacing the floats with new ones this week.
  - a. 6/10/2024 Replaced all three floats and everything appears to be operating as it should be at this time. The homeowners will call if they notice any further issues.

6/1/2024

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

**5/31/2024**

Savings Acct

Checking Accounts	General Acct	Tank/Line	Pmps/Cntrl	Pumping	Money Mkt	Rearing Pond	Totals
	4118	7802	7829	7810	0490	2140	
Beginning balance May 1, 2024	\$16,268.26	\$6,923.97	\$7,923.47	\$3,678.99	\$165,008.09	\$11,127.51	\$210,930.29
Interest income for month	\$6.08	\$1.19	\$1.79	\$3.50	\$407.00	\$17.96	\$437.52
Receipts for month	\$265,898.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$265,898.19
Internal transfers	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$264,210.19	\$0.00	\$304,210.19
	\$302,172.53	\$6,925.16	\$7,925.26	\$23,682.49	\$429,625.28	\$11,145.47	\$781,476.19
May disbursements	\$12,268.46	\$2,832.30	\$0.00	\$8,090.00	\$40,000.00	\$0.00	\$63,190.76
Internal transfers	\$264,210.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$264,210.19
Ending balance May 31, 2024	\$25,693.88	\$4,092.86	\$7,925.26	\$15,592.49	\$389,625.28	\$11,145.47	\$454,075.24

Disbursements for month

5 checks	\$7,725.53	Gen Acct
8 ACH pymts	\$4,542.93	Gen Acct
2 checks	\$2,832.30	Tank/Line
0 checks	\$0.00	Pumps/Controls
1 check	\$8,090.00	Pumping

CD Summary

CD #	Int rate	Time period	Gen Acct	Tank/Line	Pmps/Cntrl	Pumping	Maturity Date
0001	4.00%	24 Month		\$243,113.62			1/20/2025
0002	4.00%	24 Month				\$27,929.77	1/20/2025
0003	4.00%	24 Month			\$139,713.90		1/20/2025
<b>CD TOTALS</b>				\$243,113.62	\$139,713.90	\$27,929.77	\$410,757.29
<b>SAVINGS TOTALS</b>							\$11,145.47
<b>ACCOUNT TOTALS</b>			\$25,693.88	\$247,206.48	\$147,639.16	\$43,522.26	\$389,625.28
			\$11,145.47				\$864,832.53

<b>TOTAL CASH ON HAND</b>	<b>\$864,832.53</b>
<b>5/31/2024</b>	

<b>5/31/2023</b>	<b>\$848,259.45</b>
------------------	---------------------

Otter Tail Water Management District Accounts Payable  
6/12/2024

Balance in General Account on Date of Monthly Meeting(NOW 3)	\$	21,578.98	6/10/2024
Deposits made between May & June Monthly Meeting	\$	265,566.67	6/10/2024

264,210.19 2024 May User Fee Settlement Transferred to Money Market Account

General Fund Bills:

	Amount:	Check Number	
Alex Kvidt	Monthly Salary	\$ 4,174.00	46901 6/12/2024
Alex Kvidt	On-call/Balance of Salary	\$ 761.02	46902 6/12/2024
Alex Kvidt	Rent	\$ 375.00	46903 6/12/2024
Medica	Alex Kvidt Insurance	\$ 424.49	ACH 6/4/2024
HealthEquity	Alex Kvidt HSA	\$ 190.51	ACH 5/30/2024
Loren Hawes	On-call	\$ 386.33	46904 6/12/2024
Loren Hawes	Mileage	\$	na na
PERA	Contribution	\$ 1,092.00	ACH 6/5/2024
US Treasury	Federal Tax Deposit	\$ 2,168.41	ACH 6/3/2024
MN Dept of Revenue	State Tax Deposit	\$ 400.00	ACH 6/4/2024
Arvig	Internet/Phone	\$ 101.64	ACH 5/28/2024
Loffler	Computer Program	\$ 30.00	ACH 6/5/2024
Nancy Johnson	Commissioner Stipend January-June 2024	\$ 375.04/468.80	46906 6/12/2024
Harold Wheeler	Commissioner Stipend January-June 2024	\$ 391.75/470.10	46907 6/12/2024
Cindy Dean	Commissioner Stipend January-June 2024	\$ 442.00/543.40	46908 6/12/2024
Rick Bleichner	Commissioner Stipend January-June 2024	\$ 368.80/442.56	46909 6/12/2024
Jill Damrau	Commissioner Stipend January-June 2024	\$ 268.24/335.30	46910 6/12/2024
Stacy Cannady	Commissioner Stipend January-June 2024	\$ 355.40/426.48	46911 6/12/2024
	Subtotal	\$ 10,103.40	

General Account Total  
\$ 11,534.65

Will be filled in and updated after June 2024 Meeting Attendance  
Will be filled in and updated after June 2024 Meeting Attendance  
Will be filled in and updated after June 2024 Meeting Attendance  
Will be filled in and updated after June 2024 Meeting Attendance  
Will be filled in and updated after June 2024 Meeting Attendance  
Will be filled in and updated after June 2024 Meeting Attendance

Credit Card Charges

QuickBooks	Computer Program	\$ 30.00	ACH 6/2/2024
CyberSprout	Website	\$ 59.00	ACH 5/6/2024
Zoom	Computer Program	\$ 17.17	ACH 5/9/2024
Verizon	Cell Phones	\$ 69.70	ACH 5/27/2024
Adobe	Computer Program	\$ 21.56	ACH 6/2/2024
Google OnX	Mapping Program on Phone	\$ 37.57	ACH 5/10/2024
MN Motors	Oil Change	\$ 78.38	ACH 5/22/2024
Hilltop Lumber	Septic Tools/Supplies	\$ 35.39	ACH 5/29/2024
Amazon	Septic Manhole Plastic Insulated Covers	\$ 837.40	ACH 5/30/2024
Amazon	Spray Foam 12 Pack	\$ 56.80	ACH 5/30/2024
Battle Lake Standard	Vehicle Gas	\$ 62.07	ACH 5/13/2024
Everts Lumber	Septic Supplies	\$ 27.38	ACH 5/15/2024
Battle Lake Standard	Vehicle Gas	\$ 47.27	ACH 5/21/2024
Battle Lake Standard	Vehicle Gas	\$ 51.56	ACH 5/29/2024
Check for Credit Card Charges from General Account	To: First National Bank	\$ 1,431.25	46905 6/12/2024

<b>Amount in account at Meeting Date:</b>		\$ 15,592.49	6/10/2024
<b>Pumping Fund Fees(NOW 1)</b>			
Hawes Pumping	Active Pumping List and Misc Pumping	\$ 11,195.00	413 6/12/2024
	Subtotal:	\$ 11,195.00	

<b>Amount in account at Meeting Date:</b>		\$ 24,092.86	6/10/2024
<b>Tanks &amp; Lines Fees(NOW 2)</b>			
Scott's Septic Services	Active Maintenance Design for 37486 Eldorado Beach Road	\$ 700.00	1856 6/12/2024
Schueler's Septic Solutions	Active Maintenance Design for 27163 Timber Hills Road	\$ 650.00	1857 6/12/2024
Outdoor Renovation	Active Maintenance Tank Replacement 30121 State Highway 78	\$ 5,000.00	1858 6/12/2024
Gopher One	Gopher One Calls	\$ 130.95	1859 6/12/2024
J.D. Locating	Locates	\$ 2,984.25	1860 6/12/2024
	Subtotal	\$ 9,465.20	

<b>Amount in account at Meeting Date:</b>		\$ 12,925.26	6/10/2024
<b>Pumps &amp; Controls Fees(NOW)</b>			
Brogard Plumbing	Zoeller BN 152 Pump	\$ 614.03	1538 6/12/2021
Precision Electric	Electrical work at 34558 Deer lake Road	\$ 4,720.72	1539 6/12/2024
Brogard Plumbing	Zoeller BN 152 Pump	\$ 614.03	1540 6/12/2024
Brogard Plumbing	Pump replacement at 28078/28112/28124 County Highway 145	\$ 403.00	1541 6/12/2024
	Subtotal:	\$ 6,351.78	

Total Bills Per Month \$

38,546.63

**Commissioner Stipend Sheet Jan-June 2024**

Mileage=\$.67

12-Jun-24 From January to June 2024

<b>Cindy Dean (\$75.00 Per meeting)</b>		20 miles per meeting per Dec. 2019 Stipened Form	Meeting Amount	Mileage	Total	# of Meetings
Number of Meetings from January-June 2024			\$ 375.00	\$ 67.00	\$ 442.00	5
Mileage (\$.67 per mile) from January to June 2024			\$ 450.00	\$ 80.40	\$ 530.40	6
Total						
Signature						

<b>Dave Erwin (\$55.00 Per meeting)</b>		28 miles per meeting per Dec. 2019 Stipened Form	Meeting Amount	Mileage	Total	# of Meetings
Number of Meetings from January-June 2024			\$ (55.00)	\$ (18.76)	\$ (73.76)	-1
Mileage (\$.67 per mile) from January to June 2024			\$ -	\$ -	\$ -	0
Total						
Signature						

<b>Nancy Johnson (\$75.00 Per meeting)</b>		28 miles per meeting per Dec. 2019 Stipened Form	Meeting Amount	Mileage	Total	# of Meetings
Number of Meetings from January-June 2024			\$ 300.00	\$ 75.04	\$ 375.04	4
Mileage (\$.67 per mile) from January to June 2024			\$ 375.00	\$ 93.80	\$ 468.80	5
Total						
Signature						

<b>Stacy Cannady (\$55.00 Per meeting)</b>		24 miles per meeting per a Mapquest search	Meeting Amount	Mileage	Total	# of Meetings
Number of Meetings from January-June 2024			\$ 275.00	\$ 80.40	\$ 355.40	5
Mileage (\$.67 per mile) from January to June 2024			\$ 330.00	\$ 96.48	\$ 426.48	6
Total						
Signature						

<b>Harold Wheeler (\$75.00 Per meeting)</b>		5 miles per meeting per Dec. 2019 Stipened Form	Meeting Amount	Mileage	Total	# of Meetings
Number of Meetings from January-June 2024			\$ 375.00	\$ 16.75	\$ 391.75	5
Mileage (\$.67 per mile) from January to June 2024			\$ 450.00	\$ 20.10	\$ 470.10	6
Total						
Signature						

<b>Rick Bleichner (\$55.00 Per meeting)</b>		28 miles per meeting per Dec. 2019 Stipened Form	Meeting Amount	Mileage	Total	# of Meetings
Number of Meetings from January-June 2024			\$ 275.00	\$ 93.80	\$ 368.80	5
Mileage (\$.67 per mile) from January to June 2024			\$ 330.00	\$ 112.56	\$ 442.56	6
Total						
Signature						

<b>Jill Damrau (\$55.00 Per meeting)</b>		18 miles per meeting per Dec. 2019 Stipened Form	Meeting Amount	Mileage	Total	# of Meetings
Number of Meetings from January-June 2024			\$ 220.00	\$ 48.24	\$ 268.24	4
Mileage (\$.67 per mile) from January to June 2024			\$ 275.00	\$ 60.30	\$ 335.30	5
Total						
Signature						

	Nancy	Cindy	Harold	Stacy	Rick	Jill	Dave
January	1	1	1	1	1	1	0
February	1	1	1	1	1	1	0
March	1	1	1	1	1	1	0
April	0	1	1	1	1	1	0
May	1	1	1	1	1	0	0
June	1	1	1	1	1	1	0
<b>Total</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>0</b>

If Present at this meeting



Otter Tail Water Management District Accounts Payable  
6/12/2024

Balance in General Account on Date of Monthly Meeting(NOW 3)	\$	21,578.98	6/10/2024
Deposits made between May & June Monthly Meeting	\$	265,566.67	6/10/2024

264,210.19 2024 May User Fee Settlement Transferred to Money Market Account

General Fund Bills:

	Amount:	Check Number	
Alex Kvidt	Monthly Salary	\$ 4,174.00	46901 6/12/2024
Alex Kvidt	On-call/Balance of Salary	\$ 761.02	46902 6/12/2024
Alex Kvidt	Rent	\$ 375.00	46903 6/12/2024
Medica	Alex Kvidt Insurance	\$ 424.49	ACH 6/4/2024
HealthEquity	Alex Kvidt HSA	\$ 190.51	ACH 5/30/2024
Loren Hawes	On-call	\$ 386.33	46904 6/12/2024
Loren Hawes	Mileage	\$	na na
PERA	Contribution	\$ 1,092.00	ACH 6/5/2024
US Treasury	Federal Tax Deposit	\$ 2,168.41	ACH 6/3/2024
MN Dept of Revenue	State Tax Deposit	\$ 400.00	ACH 6/4/2024
Arvig	Internet/Phone	\$ 101.64	ACH 5/28/2024
Loffler	Computer Program	\$ 30.00	ACH 6/5/2024
Nancy Johnson	Commissioner Stipend January-June 2024	\$ 468.80	46906 6/12/2024
Harold Wheeler	Commissioner Stipend January-June 2024	\$ 470.10	46907 6/12/2024
Cindy Dean	Commissioner Stipend January-June 2024	\$ 543.40	46908 6/12/2024
Rick Bleichner	Commissioner Stipend January-June 2024	\$ 442.56	46909 6/12/2024
Jill Damrau	Commissioner Stipend January-June 2024	\$ 335.30	46910 6/12/2024
Stacy Cannady	Commissioner Stipend January-June 2024	\$ 426.48	46911 6/12/2024
	Subtotal	\$ 12,790.04	

General Account Total  
\$ 14,221.29

Will be filled in and updated after June 2024 Meeting Attendance  
Will be filled in and updated after June 2024 Meeting Attendance  
Will be filled in and updated after June 2024 Meeting Attendance  
Will be filled in and updated after June 2024 Meeting Attendance  
Will be filled in and updated after June 2024 Meeting Attendance  
Will be filled in and updated after June 2024 Meeting Attendance

Credit Card Charges

QuickBooks	Computer Program	\$ 30.00	ACH 6/2/2024
CyberSprout	Website	\$ 59.00	ACH 5/6/2024
Zoom	Computer Program	\$ 17.17	ACH 5/9/2024
Verizon	Cell Phones	\$ 69.70	ACH 5/27/2024
Adobe	Computer Program	\$ 21.56	ACH 6/2/2024
Google OnX	Mapping Program on Phone	\$ 37.57	ACH 5/10/2024
MN Motors	Oil Change	\$ 78.38	ACH 5/22/2024
Hilltop Lumber	Septic Tools/Supplies	\$ 35.39	ACH 5/29/2024
Amazon	Septic Manhole Plastic Insulated Covers	\$ 837.40	ACH 5/30/2024
Amazon	Spray Foam 12 Pack	\$ 56.80	ACH 5/30/2024
Battle Lake Standard	Vehicle Gas	\$ 62.07	ACH 5/13/2024
Everts Lumber	Septic Supplies	\$ 27.38	ACH 5/15/2024
Battle Lake Standard	Vehicle Gas	\$ 47.27	ACH 5/21/2024
Battle Lake Standard	Vehicle Gas	\$ 51.56	ACH 5/29/2024
Check for Credit Card Charges from General Account	To: First National Bank	\$ 1,431.25	46905 6/12/2024

	Amount in account at Meeting Date:	\$		6/10/2024
<b>Pumping Fund Fees(NOW 1)</b>		\$ 15,592.49		
Hawes Pumping	Active Pumping List and Misc Pumping	\$ 11,195.00	413	6/12/2024
	Subtotal:	\$ 11,195.00		

	Amount in account at Meeting Date:	\$		6/10/2024
<b>Tanks &amp; Lines Fees(NOW 2)</b>		\$ 24,092.86		
Scott's Septic Services	Active Maintenance Design for 37486 Eldorado Beach Road	\$ 700.00	1856	6/12/2024
Schueler's Septic Solutions	Active Maintenance Design for 27163 Timber Hills Road	\$ 650.00	1857	6/12/2024
Outdoor Renovation	Active Maintenance Tank Replacement 30121 State Highway 78	\$ 5,000.00	1858	6/12/2024
Gopher One	Gopher One Calls	\$ 130.95	1859	6/12/2024
J.D. Locating	Locates	\$ 2,984.25	1860	6/12/2024
	Subtotal	\$ 9,465.20		

	Amount in account at Meeting Date:	\$		6/10/2024
<b>Pumps &amp; Controls Fees(NOW)</b>		\$ 12,925.26		
Brogard Plumbing	Zoeller BN 152 Pump	\$ 614.03	1538	6/12/2021
Precision Electric	Electrical work at 34558 Deer lake Road	\$ 4,720.72	1539	6/12/2024
Brogard Plumbing	Zoeller BN 152 Pump	\$ 614.03	1540	6/12/2024
Brogard Plumbing	Pump replacement at 28078/28112/28124 County Highway 145	\$ 403.00	1541	6/12/2024
	Subtotal:	\$ 6,351.78		

Total Bills Per Month \$

41,233.27