



MINUTES  
REGULAR BOARD MEETING  
November 27, 2023  
5:00 p.m.

Board Members Present: Jim Aird, Dave Manderfeld, Loren Lilly, Laura Ness, Julene Boe, Paul Thomsen, Jack Ezell, Loren Lilly, and Robert Shilling

Legal Present: David Oberstar

Staff Present: Marianne Bohren, Cathy Remington, Julie Macor, Brandon Kohlts, AJ Axtell, and Lauri Amundson

Chair Ness called the meeting to order at 5:00 p.m.

**1. Approval of Consent Agenda Items**

- a. Regular Board minutes dated October 23, 2023
- b. Board Member vouchers for the month of October
- c. Payment vouchers dated October 18, 2023, through November 14, 2023
- d. Approval of Sewer Extension for Olsonville-Twin Lakes Township

MOTION: Member Boe to approve the Consent Agenda Items

SECOND: Member Aird

DISCUSSION: None

RESULT: The motion passed unanimously

**2. New Business Items for Discussion and Approval**

**a. Approval of the 2024 Board Calendar**

MOTION: Member Ezell to approve the 2024 Board Calendar

SECOND: Member Thomsen

DISCUSSION: None

RESULT: The motion passed unanimously

**b. Approval of Resolution 23-17 Approving Clarifier Grant Application**

Resolution authorizing the Western Lake Superior Sanitary District to submit information to the Minnesota Public Facilities Authority and to enter into a grant agreement with the MPFA.

MOTION: Member Paul Thomsen to approve Resolution 23-17

SECOND: Member Boe

DISCUSSION: None

RESULT: The motion passed unanimously. The resolution passed with 9 ayes and 0 nays.

**c. Approval of Resolution 23-18 Approving PFA Loan Carlton Pump Station Change Order**

Resolution of Application and Intent to reimburse expenditures.

Motion: Member Podratz

Second: Member Boe

Result: The motion passed unanimously. The resolution passed with 9 ayes and 0 nays.

**d. Approval of District Goals**

Marianne Bohren highlighted the district goals for 2024. Goals are set in each of the key focus areas, which include safety, operational excellence, environmental excellence and community stewardship, organizational excellence, and fiscal responsibility.

Motion: Member Thomsen

Second: Member Lilly

Result: The motion passed unanimously

**e. Approval of 2024 District Incentive Plan**

The annual incentive plan has been in place for many years and requires approval by both the WLSSD Board and the Union. The incentive plan must be prospective. The incentive plan is designed to share benefits of beating budgeted parameters. In 2024 the maximum payout per full-time employee is \$3000.00.

Motion: Member Ezell

Second: Member Podratz

Result: The motion passed unanimously.

**f. Approval of Health Club Reimbursement Modification**

Medica is eliminating the health club reimbursement benefit effective 01/01/2024. The benefit provided a \$20.00 a month reimbursement to plan members who visited an eligible health club at least 8 times per month. The district currently offers a subsidiary fitness rebate plan which provides \$15.00 reimbursement to employees who visit health clubs at least 8 times per month.

The finance/Personnel committee recommends the WLSSD Board approve increasing the district-funded fitness rebate plan from \$15.00 per month to \$30.00 per month effective January 01, 2024.

Motion: Member Boe

Second: Member Aird

Result: The Motion passed unanimously

### **3. Committee Reports**

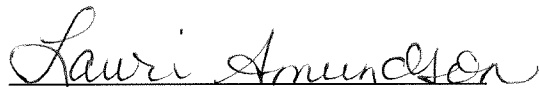
- a. **Committee of the Whole-** December 18, 2023, at 4:15 p.m.

### **4. Reporting**

- a. Communications- AJ Axtell highlighted the monthly communications.
- b. Monthly Financials-Cathy Remington discussed October's financials
- c. NPDES-Julie Macor presented the NPDES for November
- d. Executive Director

### **5. Legal Counsel-No report**

The meeting adjourned at 5:30 pm

  
Recording Secretary

  
Laura Ness, Board Chair

  
Rob Schilling, Board Secretary

