

Shorewood Park Sanitary District *unapproved*
Board Minutes
Tuesday, February 8, 2022

Attendees: Rich Storcke (Board Member), Dean Findell (Board Member), Sue Means (Board Member), Paul Slesar, Tony & Lisa Roggemann, Tina Heidelberger

R. Storck called the meeting to order at 7:04pm

Approval of Minutes: Motion made by R. Storck, second by D. Findell to approve the January minutes as presented.

Approval of Bills: Motion made by R. Storck, second by S. Means to approve the bills as presented.

- Premier Paving \$4040.00
- Unity Bank \$45.00
- QuickBooks \$505.79 *reimbursement to Tina Heidelberger for cost
- Wendy Cook \$150.00 *payment for training during transition of position

Old Business:

- Job Descriptions: This continues to be a work in progress. We will need a completed job description for the Wastewater Operator for D. Green. Keep as an open item for next month agenda.
- Board Vacancies: No formal notifications have been received. There has been interest made verbally and we will need to fill open positions in the future. There were questions from attendees regarding board member responsibilities, which Rich provide detail on what the commitment entails.
- Website: Still under consideration, left as an open item for future discussion.
- Road Plowing: No further communication from township on obstruction within the district for plowing.

New Business:

- Investment Fund: D. Findell provided an updated statement for the district's investment plan. Current balance is \$222,739.42 in the account. Dean has updated the address on file so he will now receive the statements quarterly. This money is a savings for any unexpected expenses (failure of septic, additional holding ponds, etc.)
- Secretary/Clerk Position: Job description for this position was reviewed. Motion made by R. Storck, second my S. Means to approve the hiring of Tina Heidelberger.
- Accounting Services: Tina will check to see which reports we are receiving monthly vs. quarterly. Discussed possibly adding the bank reconciliation to the agenda to be reviewed monthly. Follow up next month.

Motion made by D. Findell, second by R. Storck to adjourn the meeting at 7:43pm.

Submitted by T. Heidelberger, Secretary/Clerk

Board Members

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