

Otter Lake Water Commission Regular Meeting Minutes

December 4, 2018

Chairman Jake Rettberg with all Commissioners present except Terry Davis convened the regular meeting of the Otter Lake Water Commission at 5:00 pm, with John Gudgel arriving after roll call. Others present included; Dennis Ross, and Laura Sommerfeld.

MINUTES:

Ron Jombock made a motion to approve the minutes from the regular meeting on November 13, 2018. David Skinner seconded the motion. The motion carried with a 6-0 vote with Hank Sutton voting present.

The Executives Session Minutes from August, September October & November 2018 were reviewed but will remain unapproved at this time since they all contain ongoing personnel discussions.

AUDIENCE TO VISITORS:

None Present

BILL LIST:

Ron Jombock made a motion to approve the bills totaling \$185,998.82 for payment. Fred Fickas seconded the motion. The motion carried with an 7-0 vote.

RECREATION:

Park Financial Report:

Total income for November was \$79,573.09 with a year to date of \$536,767.22. Total monthly expense Otter Lake Park owes the Water Commission for November is \$24,015.60. With a total owed to date of \$24,015.60.

PARK MANAGER'S REPORT:

Dennis Ross reported:

- All but one lease holder has paid. We are mailing them a "Notice to Quit". Their lease will be revoked and paying will no longer be an option.
- Brian Miller has turned in his letter of resignation. He was with the Commission for almost 3 years. An ad has been placed in the local paper and on the park website. Cameron Harrison has been hired as a temporary laborer.
- Construction of the final phase of the electric project began this week.
- East Campground – we received a quote of 4.85% for a five year loan. Loan payments would be \$1,130.00 per month.

OLD BUSINESS:

- Nothing to report.

NEW BUSINESS:

- Fred Fickas made a motion to approve the 2019 Budget as presented. David Skinner seconded the motion. The motion carried with a 7-0 vote.

GENERAL MANAGER'S REPORT:

Dennis Ross reported:

- Palm Road Project – All of the water mains are installed, we are flushing, chlorinating, and sampling now. We still have a PRV valve and vault to install north of the overpass.
- OSHA – We had our second or follow-up OSHA inspection. It was suggested that we do more competent person training and purchase a proper trench box.

- 319 Grant – Terms of the grant have been ironed out. We are waiting for the paperwork to be sent to the Commission for signatures. We will be doing 5,000 LF of shoreline this year.
- SolarBee stopped by the County Line Tank to perform a service check on the unit in the tank. There is no charge for this service.

EXECUTIVE SESSION:

- John Gudgel made a motion to enter Executive Session to discuss personnel. Mike McCarthy seconded the motion. At 5:46 pm The Board entered Executive Session. Jake Rettberg made a motion to exit Executive session. John Gudgel seconded the motion. At 6:52 pm the Board came out of Executive Session.
- Mike McCarthy made a motion to offer Joe Hogan the Operations Supervisor position per contract. John Gudgel seconded the motion. The motion carried with a 5-0 vote. Dave Skinner and Hank Sutton had to leave early.
- Jake Rettberg made the motion to approve the employee raises as presented with adding 3% to Dennis Ross. Fred Fickas seconded the motion. The motion carried with a 5-0 vote.

OTHER BUSINESS:

- Nothing to Report.

At 6:56 pm Fred Fickas made a motion to adjourn. John Gudgel seconded the motion. With no further business to discuss the meeting was unanimously adjourned. The next Commission Meeting will be at the Commission Office at 6475 W. Montgomery Rd. in Virden on Tuesday, January 8, 2019 at 5:00 p.m.

Laura Sommerfeld

These Minutes Were Approved on 1/8/2019