Farwell Kensington Sanitary District Minutes

December 5, 2024

Members Present: Pryce Score, Todd Eystad, Larry Husfeldt, Karin Anderson, and Randy Nessman

Members Absent:

Guests: Mike Moen

The monthly meeting for the Farwell Kensington Sanitary District was held on December 5, 2024, at 7:00 p.m. in the Kensington Community Center Council room.

**Motion (Eystad/Nessman) to approve the agenda. MCU**

**Motion (Nessman/Eystad) to approve the minutes of the November 14, 2024, meeting. MCU**

**Motion (Eystad/Nessman) to approve the financial report and to pay claims 949 through 959 listed on the claims list. MCU**

Mike Moen- People Service Inc.: The monthly Fluoride Report was completed. The curb stop for a Garage/Shed on Kensington Ave South was located and recorded on Diamond Maps. The water is shut off at the curb stop and currently has no meter going to it. The water tower was taken offline for preventative maintenance and inspection by Maguire Iron. The tower was given a liquid chlorine bath prior to filling and two negative Bac-T results were acquired before putting the tower back online.

1. The monthly DMR was completed and sent into the state. Monthly work orders were completed. The extension cord to the generator heater has been shorting out and getting hot at the outlet. The wires going to the plug on the generator are very brittle and cracked. F2H Electric has been contacted to replace the outlet on the shed and to troubleshoot the plug-in on the trailer. The bi-annual pump inspections were performed at the Main lift stations in Farwell and Kensington by Nelson Electric. No major issues to note.

**Motion (Anderson/Nessman) to approve the final tax levy for a total amount of $72,000.00. $40,000.00 for water and $32,000.00 for sewer. MCU**

**Motion (Nessman/Eystad) to approve the Final 2025 Budget. MCU**

The board reviewed the audit engagement letter submitted by Brian D Koehn to conduct the Sanitary Districts 2024 financial audit.

**Motion (Anderson/Eystad) to approve the audit engagement letter from Brian D Koehn to conduct the 2024 audit for the district in the amount of $8,400.00. MCU**

The laptop the district shares with the city is 10 years old and has become cumbersome to use. A new laptop should be purchased in the near future. Jennifer will work on getting some pricing.

A new meter reading tablet was purchased as a black Friday deal for $225.47. A case and charging block are on order.

The board was given a final copy of all the past due utility accounts that were certified to property taxes.

Past due accounts were reviewed, and letters will be sent out.

**Motion (Husfeldt/Nessman) to adjourn the meeting at 7:39 pm. MCU**

Next meeting will be scheduled for Thursday, January 9, 2024.

Jennifer Kangas, Pryce Score

Secretary/Treasurer Board Chairman