

MINUTES FOR the ANNUAL MEETING
November 15, 2022

Meeting is called to order:

AGENDA:

Motion to accept: _____ Erick A 2nd _____ Doug D _____ Pass Failed _____

Old Business:

A. Set the date (3rd Tuesday of November) for Election of trustees and officers at the annual meeting as per SDCL 34A-5-20 Annual election of District Officers.

Motion to accept: _____ Erick A _____ 2nd _____ Doug D _____ Pass Failed _____

B. Announce the monthly meeting dates for the next fiscal year: Will be the 3rd Tuesday of each month at 6 pm at the Renner Community Center.

Motion to accept: _____ Erick A _____ 2nd _____ Doug D _____ Pass Failed _____

New Business:

A. Appointment of Trustee to replace Doug Dykstra's 3-year term as trustee Erick A

Motion to accept: _____ Erick A _____ 2nd _____ Doug D _____ Pass Failed _____

34A-5-21.1. Vacancies on board of trustees.

If a vacancy occurs on a sanitary district board of trustees, the remaining members shall appoint a replacement to serve the remainder of such term.

B. Swear in of Doug Dykstra as new board member till Nov 2025

Roger S

C. Election of officers: 2023 President - Doug D Board members

D. Review Minutes from last year's Nov 16, 2021 annual meeting.

Roger S

Motion to accept: _____ Erick A _____ 2nd _____ Doug D _____ Pass Failed _____

E. Present and Review of Financial Reports for 2021-2022

Judy P

Motion to accept: _____ Erick A _____ 2nd _____ Doug D _____ Pass Failed _____

F. Annual Report as presented along with the compilation by CPA (attached)

Roger S

G. **Motion** to accept: _____ Erick A _____ 2nd _____ Doug D _____ Pass Failed _____

H. Adjourn.

Motion to adjourn: _____ Erick A _____ 2nd _____ Doug D _____ Pass Failed _____

Roger S

Dated at Renner SD, this 18th day of November, 2022.

Erick Anderson (2024)

Doug Dykstra (2022)

Nancy Rasmussen (2023)

Roger Scheibe- Clerk

TREASURER'S REPORT
November 15, 2022

FINANCIALS REPORTS: The profit and loss for October shows a loss of \$4,308.65. We did get billed for our annual insurance of \$4,431.19, and we had Trustee/Director Fees and taxes during the month of October. This accounts for our loss.

We had actual flows of 46,239 gpd of in October.

BANK BALANCES:

Regular Checking Balance \$61,515.17

DENR Checking Balance \$78,922.29

Money Market Balance

Unallocated Reserve \$160,027.24

The \$50,000 principal payment we made on 10/17/22 was acknowledged and I received a new amortization schedule from US Bank. Accordingly, we saved \$265.62 in interest in the first payment after our principal payment, and that compounds of course.

Please note a new report in your financial packets. The Sales by Item Reports relays the total number of ports (DSS), as well as what category the ports are billed at. As you can see, there are a total of 420 ports that we bill Debt Service on. The 15CSS is the Renner Apartments, the 4CSS is the 4 unit apartment complex north of Renner Corner, the 61CSS is the trailer court, 7CSS is Renner Corner, CSS is commercial ports, the DSS are the duplexes, and SS is single residential service.

No information regarding billing date for the following: Renner Locker Smokehouse, and SECOG, which are the open permits as of October 31, 2022. Roger did advise to start billing Angela Cody as of December 1. However, consideration regarding start dates needs to be addressed. Flow was added to the system before the move in date. Do we start billing when they move in or when the flow starts being added to the system.

Job Description: As requested at the last regular board meeting, attached you will find the Job Description for the Treasurer of Renner Sanitary District. As ways, please ask for clarification for anything that you don't understand so that the description can be expanded.

Audit: I assume the Board wants to authorize a compilation audit.

2:45 PM
 11/08/22
 Accrual Basis

Renner Sanitary District
Profit & Loss
 October 2022

	<u>Oct 22</u>
Ordinary Income/Expense	
Income	
4060 · Regular Sewer Sales	18,837.00
4070 · Double Sewer Service/Duplexes	378.00
4071 · Nonresidential Sewer Service	7,245.00
Total Income	<u>26,460.00</u>
Cost of Goods Sold	
5000 · Water Processing-City of SF	8,921.40
5011 · COS-Electricity #1 (6319)	134.78
5012 · COS-Electricity #2 (7315)	136.91
5013 · COS-Electricity #3 (47492/16080)	141.04
5014 · COS-Electricity #4 (25775)	71.09
5015 · COS-Electricity #5 (47419)	91.91
5016 · COS-Electricity for Drainage LS	24.24
Total COGS	<u>9,521.37</u>
Gross Profit	16,938.63
Expense	
6120 · Bank Service Charges	71.04
6150 · Depreciation Expense	8,315.00
6180 · Insurance	4,431.19
6285 · Bookkeeping & Clerk	3,636.25
6290 · Locates & Inspections	198.32
6321 · Website	129.00
6325 · Meeting Expense	50.00
6336 · LS Maintenance & Wet Well C...	4,469.00
6340 · Telephone - Regular Line	60.72
6390 · Internet	30.00
6550 · Office Supplies	14.06
6630 · Environmental Consulting	400.00
6650 · Director Fees	2,560.00
6830 · Payroll Taxes for Trustees	220.32
Total Expense	<u>24,584.90</u>
Net Ordinary Income	-7,646.27
Other Income/Expense	
Other Income	
4080 · Debt Service/Drainage Project	5,040.00
6200 · Interest Expense	-1,905.98
7010 · Interest Income	54.35
7020 · Late Charges	149.25
Total Other Income	<u>3,337.62</u>
Net Other Income	3,337.62
Net Income	<u>-4,308.65</u>