**DRAFT BOARD AGENDA**

**Pine River Area Sanitary District**

**Regular Meeting**

**Thursday, March 23, 2023**

**6:00 PM**

**PRASD Main Office & Via Teleconference**

**A: CALL TO ORDER:**

**B. PUBLIC FORUM: Time Limit may be imposed.**

**C. APPROVAL OF MINUTES:**

**1. REGULAR MEETING** – February 23, 2023

**D. MONTHLY FINANCIAL SUMMARY REVIEW: See Attached**

**1. BALANCE SHEET:**

**2. PROFIT AND LOSS-ACTUAL VS BUDGET:**

**3. PROFIT AND LOSS- YEAR COMPARISON:**

**4. MONTLY CHECK DETAIL AND BANK RECONCILIATION:**

**E. REPORTS BY BOARD MEMBERS:**

1. **Mike Lupella**: **ON CALL:** for the weeks of 03/06/23 and 03/13/23
2. **Suzanne Henk: ON CALL:** for the week of 02/27/23
3. **Mike Fairchild: ON CALL:**
4. **Mark Buchite: ON CALL:**
5. **Troy Gregory: ON CALL:**

**F. REPORTS BY MANAGERS:**

**OPERATIONS:** Jacob’s report: Attached

**BUSINESS MANAGER:** 1**.** CPA for year-end Audit: Two quotes attached: Bauman Associates: $13,000, Baker Tilly: $29,000. Suzanne  
 did contact her accountant and has another contact.

**G. UNFINISHED BUSINESS:**

1. Workman Compensation Policy: Majority of cities, that the Business Manager contacted,   
 pays the “Injury on Duty Pay” themselves with a 90-day limit after which the employee utilizes  
 their own PTO. Attached is a Workman’s Compensation Guide draft for the Board to review.

Tabled from last meeting, Mike Fairchild wanted to research this topic further.

2. Chickamaw Beach property owned by PRASD: Documents from previous meetings attached.

**H. NEW BUSINESS:**1. Pequot Lakes Contract for Andy Schwartz’s services: Contract end date 5/31/2023. Discuss Amendment to extend, 6 months? Yes, Business Manager to contact Pequot Lakes and they will draw up the Amendment.

2. Vacation Service: We had a client ask if we would discuss/consider providing/offer a “Vacation Shut Off Service.” They own property on Indian Trail Lane and close it down from October to first of May.

**I. ADDED BUSINESS:**

**J. COMMUNICATIONS:**

**K. ADJOURNMENT:**