**BOARD MEETING MINUTES, PINEWOOD SANITARY DISTRICT**

**October 12, 2023 Public Meeting**

**1. Open**

3:02pm

**2.  Pledge of allegiance**

**3. Roll Call**

Present: Len Friedlund, Gail Van Deurzen, Bob Timberman, Dick Drinen, Kass Kral, Barb Sherman

Absent: Bill Spain

**4. Administrative Information**

Vice Chairman, Len Friedlund conducted the meeting since Bill Spain was out of town. Gail Van Deurzen submitted her resignation via email to Bill Spain due to ongoing medical issues. Gail Van Deurzen will depart the Board as of the December 2023 meeting.

**5.  Approval of the Board Minutes**

The minutes from meetings of August 28, 2023 and October 4, 2023 were approved as written unanimously.

**6.  Correspondence**

There was no correspondence.

**7. Expenses Review**

The October P&L and Balance Sheets were reviewed with no questions.

**8.  Operations Report**

Barb Sherman volunteered to assist staff in heading a committee to develop a response to the AG Compliance Report. Kass Kral volunteered to participate. Group to meet before October 15th to discuss strategy. Barbara Sherman to meet with Bill Spain about sit down with Jim Carpenter to go over material.

**9. AG Compliance Schedule Review**

Audit of Internal Controls Deficiencies, several Executive Session minutes are missing, this needs improvement.

Every single item is not looked at, possibility of small discrepancies. Audit adjustments, no discrepancies with management. No significant difficulties with the audit. Some things had to be reclassified properly.

No additional questions were asked.

**10. Moonshot Missions update**

Jim Carpenter reported that no action had been taken since last meeting but that he would schedule a meeting with Moonshot and Bill Spain and Barbara Sherman are to learn about technical and grant opportunities.

**11. Raschke construction collection update**

Jim Carpenter stated that there was no update.

**12. 2022/2023 Annual Audit Status**

Lee Krosnicki stated that the audit is in process and that Tim Hansen thought the report would be ready for the November monthly meeting.

**13. Safety and Certification Training**

Jim Carpenter stated that there has been no progress made on scheduling these meetings but that he expects to be able to report a gameplan for the November meeting.

**14. Chlorine Room Discussion**

Jim Carpenter stated that repairs are in progress on the Chlorine Room Safety and Monitoring devices and that is expected to be completed in a week.

**15. FEMA Hazard Mitigation Program and Brick Building Resilient Infrastructure Community Grants**

No report, no progress made.