

## **2016 Resolution No. 01.04.16**

### **Standing Resolutions of the Pikes Bay Sanitary District**

Resolved, that on this 4<sup>th</sup> day of January, 2016:

That the Pikes Bay Sanitary District Board of Directors has adopted the resolution that:

#### **PUBLICATION:**

Ashland Daily Press is the official newspaper for all notices and legal publications.

#### **BANKING:**

The Chippewa Valley Bank, Bayfield, Wisconsin is the depository for checking, savings, safety deposit box, and borrowing.

All borrowing will first be approved by the Board and meet the conditions as set forth in the District's ordinance.

All banking activities require two signatures. Signers for 2016 will be:

Rex Dollinger, President PBSB  
Kathy Bergner, Secretary PBSB

All checks require two signatures.

#### **INSURANCE**

The District will carry the following types of insurance:

Combined liability insurance coverage in the amount of \$2,000,000 with the League of Wisconsin Mutual Insurance (LWMMI)

Worker Compensation and Employers Liability Policy will be covered by Travelers Insurance Company (Bremer Insurance) Washburn, WI 54891.

Property insurance on the pumping stations with Municipal Property Insurance Company (MPIC)

Officers and Directors liability insurance, with LWMMI

**LEGAL REPRESENTATION:**

The District will be represented by Siegler Law Office, S.C., David Siegler principle, 404 W Main St. Ashland, WI at a rate of \$140/hour

**ENGINEERING CONSULTANT**

Lund Engineering, 415 E. Third St, Washburn, WI will be used for all of the District Engineering Project in the amount of \$100.00 per hour.

**MAINTENANCE COST**

Maintenance will be done by Duane Dehn at the following cost; for Snow Plowing will be at \$120.00 per hour (\$45.00 minimum); Grass Cutting & Brush Hogging will be at a rate of \$125.00 per hour; Shop Rate(welding, mechanical and machining will be at \$85.00.

**OFFICE USE**

The District will reimburse the Town of Bayfield for the use of the Town Hall in the amount of \$25.00 per month and minimal supplies in the amount of \$5.00 per month, for a total of \$30.00 a month. Payment will be sent quarterly.

**FINANCES:**

The investment of the funds which PBSB retains in excess of operating costs will be invested based on the advice of the Financial Committee and approval of the Board. Investment will be in individual accounts which allow for operation of the PBSB and meet the requirements of the Statutes of the State of Wisconsin and the Wisconsin Dept. of Administration.

Once the individual account amounts are approved by the Board the investment in individual funds or bonds will be decided upon by the Financial Committee.

**ACCOUNTING/AUDIT/BUDGETING:**

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Accounting for the District will be performed by the District Administrative Manager with assistance of board members and vendors retained for specific duties. Comparison between the District Budget and actual expenses and income will be evaluated on a regular basis.

The financial year-end for the District is December 31<sup>st</sup>. The District has selected Maitland, Singler and Van Vlack in Ashland WI as auditor annually and with this resolution approves the proposal of Maitland, Singler and Van Vlack of \$5100.00.

George Hanson will provide financial consulting services at the rate of \$45.00 per hour.

The District will prepare an annual budget for the following year by Dec. 1 of each year.

**FEES:**

The District will review all user fees at least annually or as needed to insure financial responsibility.

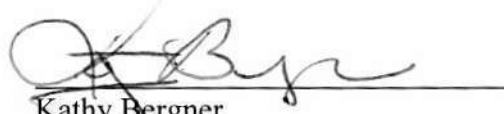
The date for the annual review completion will be associated with the budget development for the following year and will be complete by Dec. 1. The user fee for 2016 will be \$39.00 per month per Residential Equivalent Unit (REU).

**COMMITTEES:**

1. Financial Committee – Rex Dollinger, Chairman
2. Operations Committee – Kathy Bergner, Chairman
3. Ordinance Committee – A J Long, Chairman
4. Rate Committee – A J Long, Chairman
5. Town relationships – Kathy Bergman, Chairman
6. Engineering – Rex Dollinger, Chairman

Attest:

  
Rex Dollinger  
President

  
Kathy Bergner  
Secretary