

***Riverside Heights Subordinate Service District Meeting***  
***September 12, 2022***  
***Commissioners Chamber Faribault County Courthouse***  
***Meeting Report***

Present: Board members – Daryl Murray, Greg Young, John Roper, Ashley Bleess, Corey Survis  
Advisory Staff – Chad Viland, Darren Esser

Meeting called to order at 5:07 PM by Darren Esser

New Business – As a newly formed entity Darren called for an election of officers.

1. Elect Chairperson – Darren Esser asked for nominations from the groups for a Chairman.

Correy Survis was nominated by Bleess  
2<sup>nd</sup> by Murray

Darren asked for any additional nominations and there was none.

Correy Survis was elected Chairman by a 5-0 vote

Darren turned the meeting over to the new Chairman.

2. Elect Vice-Chairperson

A nomination for Vice-Chairperson was asked for by the Chairman

Roper nominated Daryl Murray for Vice-Chairman  
2<sup>nd</sup> by Young

Survis asked for any additional nominations and there was none.

Daryl Murray was elected Vice-Chairman by a 4-0 vote.

3. Consider recommending District By-Laws for approval to County Board

A draft By-Law document was presented to the Board by Chad Viland and Darren Esser. These were just a starting document that was adapted from the Huntley Sewer Service District By-Laws. The document was brought up on screen so that Darren could show changes to the document in real time for the Board to review.

The first suggested change was who/whom should be allowed to be appointed to the Board and how they should be associated to Riverside. It was decided to change the term **Citizen** to **Resident Owner** and that change was made.

Wording changes were made to the duties section item (d.)

- a) Chairperson and vice-chairperson will be elected every two years

- b) Chairperson may call a special meeting with three-day notice
- c) Meeting notifications, agendas, and minutes will be located on the District's tab of the Faribault County website
- d) If project fund sources allow, per diem and mileage rates to apply based on Faribault County authorized lay committee member rates

Murray wanted clarification on language of election of officers. It will be every two (2) years.

After some discussion Bleess made a motion to approve the By-Laws as amended.  
2<sup>nd</sup> by Murry.

The By-Laws were approved by a 5-0 vote

#### 4. Auditor Update Darren Esser

Per Diem and Mileage. Darren told the Board that member of these entities are allowed to claim mileage and per diem for their time. The oddity here is that there currently is no Riverside fund within the County ledger at this point. This would mean that if someone would claim mileage and per diem at this point, he would need to add it to the taxes of the parcels in Riverside to reimburse the County.

Roper made a motion to allow mileage and per diem for them members of this Board.  
2<sup>nd</sup> by Young

Motion passed 5-0

Murray then made a motion to add per diem and mileage wording to the By-Laws.  
2<sup>nd</sup> by Young

Motion passed 5-0

#### 5. Consider setting next meeting or 2022 Meeting Schedule

Next scheduled meeting date set at October 31<sup>st</sup> at 5:30 in the Commissioners Room.

Bleess made motion to set this date  
2<sup>nd</sup> by Murray

Motion passed 5-0

Miscellaneous - None

Survis asked for a motion to adjourn

Young made a motion to adjourn  
2<sup>nd</sup> by Murray

Motion passed 5-0 – Meeting adjourned at 6:03