

**SHETEK AREA  
WATER  
&  
SEWER  
COMMISSION**

2500 28<sup>th</sup> Street, PO Box 57  
Slayton, MN 56172-0057

**MEMBERS:**

**Jamie Thomazin**  
30 South Shore Drive  
Slayton, MN 56172  
(507) 828-3516  
fishnshetek@hotmail.com

**Donna Kor**  
82 South Shore Drive  
Slayton, MN 56172  
(507) 760-0304  
shetekor@frontiernet.net

**Jon Hoyme**  
50 South Shore Drive  
Slayton, MN 56172  
(507) 763-1568  
hoymejon@gmail.com

**Trevor Humphrey**  
76 Pleasant View Road  
Slayton, MN 56172  
(507) 829-7009  
Humphreytj@gmail.com

**David Maguire**  
56 Keeley Island Dr  
Slayton, MN 56172  
(507) 430-2951  
david.maguire@unitedcapmn.org

**Greg Grant**  
PO Box 66  
Russell, MN 56169  
(507) 823-4746

**MAINTENANCE:**

**Dave Brown**  
(507) 760-0071

Website:  
murraycountymn.com/saws

# Shetek Area Water and Sewer Commission Agenda

*Meeting Date:* **June 13, 2022**  
*Time:* **4:00 p.m.**  
*Location:* **Meeting Room B  
Murray County Gov. Bldg.  
Slayton, MN 56172**

**You may attend in person, listen to the meeting by calling 612-895-1948 (Conference ID: 942437403#), or view the meeting live via Teams. The Teams link can be found on the Murray County home page <https://murraycountymn.com/>.**

**Agenda:**

- A. Call Meeting To Order
- B. Roll Call
- C. Identify any Conflicts of Interest
- D. Approval of Minutes
  - a. April 11, 2022 SAWS Meeting
- E. Treasurer's Report/Cash Flow
  - a. Approval of Invoices
  - b. Approval of Recurring Invoices
- F. Engineer's Report
- G. Other
  - a. Delinquent Sewer Bill discussion
- H. Set Next Meeting Date
  - a. July 11, 2022 at 4:00 pm
- I. Adjourn

*Thank you for your time, interest, and participation.*

## **Regular Meeting of the Shetek Area Water and Sewer Commission April 11, 2022**

**Members present:** Jamie Thomazin, Harley Wahl, Jon Hoyme, Trevor Humphrey, Dave Maguire

**Members absent:** Greg Grant, Donna Kor

**Others:** Dave Brown, Jean Christoffels, Sarah Soderholm, Lori Gunnink

**Others present via teleconference:** Molly Malone, Bob Smithback

Meeting called to order by Chairman Jamie Thomazin at 4:00 PM

**No conflicts of interest were identified.**

### **Minutes:**

- **Motion (4/11/22a)** Moved by Trevor Humphrey, seconded by Harley Wahl to approve the minutes from the previous meeting. Motion carried unanimously.

### **Treasurers report:**

- **Motion (4/11/22b)** Moved by Harley Wahl, seconded by Dave Maguire to approve payment of an invoice totaling \$177.40 to Jason Miller. Motion carried unanimously.
- **Motion (4/11/22c)** Moved by Trevor Humphrey, seconded by Harley Wahl to approve payment of the invoices totaling \$23,181.40. Motion carried unanimously.
- **Motion (4/11/22d)** Moved by Trevor Humphrey, seconded by Dave Maguire to approve payment of the recurring invoices totaling \$12,466.50. Motion carried unanimously.

### **Brett Huber Development**

Bob Smithback was present on behalf of Brett Huber regarding his proposed plat on the west side of Lake Sarah. He asked the Board to reconsider extending the centralized sewer to Brett's property. The Board discussed the proposed expansion and issues with obtaining an easement. Trevor Humphrey and Jamie Thomazin will meet with those involved.

- **Motion (4/11/22e)** Moved by Trevor Humphrey, seconded by Harley Wahl to set a subcommittee of Trevor Humphrey & Jamie Thomazin to meet with the property owners regarding obtaining an easement. Motion carried unanimously.

### **Monthly Sewer Billing request- 13 Pheasant Drive**

Kathy Behrends sent a letter requesting forgiveness of two months of sewer bills related to building her house. After discussion, it was moved to not approve her request.

- **Motion (4/11/22f)** Moved by Trevor Humphrey, seconded by Dave Maguire to deny her request and send a letter informing her of the Board's decision. Motion carried unanimously.

**Engineers report:**

1. New E/One pumps have been ordered. Dave was only able to receive 8 of the 12 ordered. The rest are expected to come in June. Control boxes can also be hard to get. Additionally, there are several new systems being installed requiring new pumps.
3. Dave Brown has been busy with spring start-ups.
4. All four lift stations are working great. The District is still waiting on two bills for pump repair. Dave plans to discuss replacing the piping in another lift station this Fall.
5. The Board discussed replacing emergency call stickers and possibly ordering magnets.
6. Dave has been helping the city of Currie some due to staff changes.

**Other:**

1. The Board reviewed the Independent Contractor's Agreement and associated job duties. This will become effective July 1, 2022.
  - **Motion (4/11/22g)** Moved by Dave Maguire, seconded by Trevor Humphrey to approve the agreement and job duties as amended. Motion carried unanimously.
2. The Board reviewed Brown Excavating's proposal for maintenance costs for the 2022-2023 contract period. Dave discussed the increase in the number of emergency call-outs and fuel/equipment expenses.
  - **Motion (4/11/22h)** Moved by Trevor Humphrey, seconded by Harley Wahl to accept Brown Excavating's proposal. Motion carried unanimously

**Next meeting:** May 9, 2022 at 4:00 PM

**Adjourn:**

- **Motion (4/11/22i)** Moved by Dave Maguire, seconded by Trevor Humphrey to adjourn. Motion carried unanimously.

Respectfully Submitted,

Jon Hoyme  
Shetek Area Water & Sewer Commission Secretary

**Shetek Area Water and Sewer Commission**  
**2500 28th Street, PO Box 57**  
**Slayton, MN 56172**

<b>Expenses:</b> June 13, 2022
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Date	Payee	For	Invoice #	Approve/ Deny	Amount
5/3/2022	Minnesota Pump Works	1 E/one grinder pumps	017707		\$3,697.87
		Sum of Invoices			\$3,697.87

I declare under the penalties of law that this account, claim, or demand is just and correct and that no part of it has been paid.

Approved by: \_\_\_\_\_  
 SAWSC Treasurer

Date: \_\_\_\_\_

Audited and Approved by: \_\_\_\_\_  
 County Auditor

Date: \_\_\_\_\_



**Invoice**  
 #INV017707  
 05/03/2022

Minnesota Pump Works  
 1 Cannon St W  
 Dundas, MN 55019

**Bill To**

Shetek Area Water & Sewer District  
 2500 28th St  
 PO Box 57  
 Slayton MN 56172-0057  
 United States

**Ship To**

Dave (507) 760-0071  
 Shetek Area Water &  
 Sewer District  
 2401 20th St.  
 Slayton MN 56172  
 United States

**TOTAL**

**\$3,697.87**

**Due Date: 06/02/2022**

**Details**

Per Dave Brown

<b>Sales Rep</b>	<b>PO #</b>	<b>Terms</b>	<b>Shipping Method</b>
Scott Swenson	Verbal Dave Brown	Net 30	

QTY	Item	Comment	Rate	Amount
1	<b>13994</b> E/ONE D206A01A01AA EXTREME CORE 240V WIRED PRESSURE SWITCH LEVEL SENSING 12' CORE CABLE CC D/C W/ REDUNDANT CHECK VALVE		\$3,245.00	\$3,245.00
1	<b>14545</b> E/ONE TEMP ADAPTER KIT, EXTREME CORE TO 2000 CABLE, 1 FT (1217)		\$130.00	\$130.00
1	<b>23288</b> SHIPPING & HANDLING		\$85.00	\$85.00

<b>Subtotal</b>	\$3,460.00
<b>Tax</b>	\$237.87
Amount Paid	\$0.00
<b>Amount Due</b>	\$3,697.87

PLEASE REMIT TO:  
 Minnesota Pump Works  
 PO Box 945  
 Ankeny, IA 50021

Online payment accepted at <http://www.minnesotapumpworks.com> - PAY NOW  
 3% charge for credit card and \$2.25 charge for e-Check

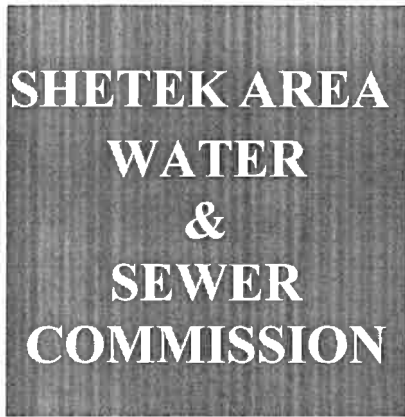
PAST DUE INVOICES ARE SUBJECT TO 1.5% PER MONTH FINANCE CHARGE

Thank you for your business.  
 Toll Free: 877-645-8004 | Email: [info@minnesotapumpworks.com](mailto:info@minnesotapumpworks.com) | Website: <http://www.minnesotapumpworks.com>



INV017707





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July 12, 2022

«Name»  
«Mailing\_Address»  
«City», «State» «Zip»

Dear «Name»,

Your account at «Property\_Address» (Parcel # «Parcel\_») with the Shetek Area Water & Sewer District (SAWS) is delinquent. The total amount owed as of the date of this letter is \$«Outstanding\_Balance». This figure includes late penalties.

Pursuant to Minnesota Statute 116A.22 if you do not choose one of the following two options by **September 23, 2022**, the entire delinquent amount will be added to your real estate taxes which are due and payable in the year 2023.

**Option One:**

Your first option is to pay the entire amount this letter states you owe plus any additional charges and late fees which accrue after the date of this letter. If you choose this option, please call the Murray County Auditor's office at 836-1154 to obtain the current payoff amount.

**Option Two:**

Your second option is to contact the Shetek Area Water & Sewer Board and request a hearing to appeal the amount owed. To request a hearing with the Board, you **MUST** submit a written statement addressing the amount you are appealing and the reason you feel that it is not due. All appeals must be submitted to the address listed below by **September 23, 2022**.

Shetek Area Water & Sewer Commission  
2500 28<sup>th</sup> Street  
PO Box 57  
Slayton, MN 56172

Please note that under Minnesota law, the owner is ultimately responsible for charges even if the charges were accrued while the premises were being rented to a third party.

In conclusion if you do not choose one of the two options described above by **September 23, 2022**, the entire delinquent amount will be added to your real estate taxes due and payable in the year 2023.

Sincerely yours,

Jamie Thomazin  
SAWSC Chairman

**SAWS  
LEDGER BALANCE**

Date	CURRENT BALANCE					TOTAL
	# 392 OPERATIONS	# 393 PFA DEBT	# 394 COUNTY DEBT	# 396 PFA RESERVE	BALANCE	
January, 2022	493,790.20	1,263,435.50	-1,232,619.99	218,529.13	743,134.84	
February, 2022	510,151.98	1,291,395.65	-1,225,629.92	219,443.73	795,361.44	
March, 2022	559,184.66	1,312,611.58	-1,220,325.94	220,733.20	872,203.50	
April, 2022	551,782.31	1,337,973.35	-1,213,985.49	222,301.09	898,071.26	
May, 2022					0.00	
June, 2022					0.00	
July, 2022					0.00	
August, 2022					0.00	
September, 2022					0.00	
October, 2022					0.00	
November, 2022					0.00	
December, 2022					0.00	