

Regular Meeting of the Shetek Area Water and Sewer Commission November 13, 2017

Members present: Jamie Thomazin, Harley Wahl, Trevor Humphrey, Donna Kor, Jon Hoyme

Others: Dave Brown, Blake Heronimous, Jim Jens, Heidi Winter, Jean Christoffels, Sarah Soderholm, Lori Gunnink

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

Rate Review:

A phone discussion was had with Chuck Pettipiece of Pettipiece and Associates concerning the review of monthly sewer rates and recommendations going forward to cover expenses. It was recommended that monthly sewer fees increase by about 25% in each user class to cover rising expenses. The report was reviewed with considerable discussion before a consensus was reached.

- **Motion (11/13/17a)** Moved by Donna Kor, seconded by Trevor Humphrey to increase the rates for all levels as proposed effective January 2018. A newsletter will also be prepared and sent out with the December sewer bills to inform property owners of the rate change. Motion carried unanimously.

Minutes:

- **Motion (11/13/17b)** Moved by Harley Wahl, seconded by Donna Kor to approve the minutes from the previous meeting. Motion carried unanimously.

Treasurers report:

- **Motion (11/13/17c)** Moved by Donna Kor, seconded by Harley Wahl to approve payment of invoices totaling \$7900.50. Motion carried unanimously.

Engineers report:

1. The electrical fire in the control box of Lift Station #2 caused by weather was repaired by Slayton Electric and Quality Flow at a cost of \$24,000. It should be covered by insurance minus the \$250 deductible. The old cabinet was retained for parts.
2. Preliminary phosphorus tests have been completed on the ponds. One was within limits and the other was not. Pre-discharge samples were taken last week. Depending on those results, one pond may have to be held over until the Spring discharge. Dave will continue to monitor so that discharge can be completed within regulations.
3. The property owners at 2 Rosemary Lane had a pump/alarm failure which resulted in some back up. Dave will continue to work with property owner.

Other:

a. Tax Assessment of Remaining Delinquent Sewer Bills

- **Motion (11/13/17d)** Moved by Trevor Humphrey, seconded by Donna Kor to authorize assessing the delinquent sewer bills to the property owner's taxes. Motion carried unanimously.

- b. Proposed agreement with the city of Currie.
 - **Motion (11/13/17e)** Moved by Donna Kor, seconded by Trevor Humphrey to authorize the Chairman to sign the agreement pending the City of Currie's approval. Motion carried unanimously.

- c. Delayed hookup list was reviewed. A second notice letter will be sent requiring certificates of compliance from a certified inspector by December 15, 2017 to all those who are not yet in compliance.
 - **Motion (11/13/17f)** Moved by Trevor Humphrey, seconded by Donna Kor to send the second notice letter to those who are not yet in compliance. Motion carried unanimously.
 - **Motion (11/13/17g)** Moved by Donna Kor, seconded by Trevor Humphrey to accept certificates of compliance submitted by those already in compliance. Motion carried unanimously.

- d. Discussion was held on the addition of the use of video conferencing into the bylaws and the additional of seasonal members to the Board. After considerable discussion, the Board decided to table discussion for this month and discuss it again next month.

- e. League of Minnesota Cities Liability Coverage Waiver
 - **Motion (11/13/17h)** Moved by Donna Kor, seconded by Harley Wahl to authorize the Chairman to sign the liability waiver. Motion carried unanimously.

- f. Budget report was reviewed.
 - **Motion (11/13/17i)** Moved by Donna Kor, seconded by Harley Wahl to approve. Motion carried unanimously.

Next meeting: December 11, 2017 at 4:00 PM

Adjourn:

- **Motion (11/13/17j)** Moved by Donna Kor, seconded by Harley Wahl to adjourn. Motion carried unanimously.

Respectfully Submitted,

Jon Hoyme
Shetek Area Water & Sewer Commission Secretary