

Regular Meeting of the Shetek Area Water and Sewer Commission March 11, 2019

Members present: Jamie Thomazin, Harley Wahl, Donna Kor, Trevor Humphrey, Jon Hoyme, Greg Grant, David Maguire

Others: Dave Brown, Blake Heronimus, Jim Jens, Lori Gunnink, Sarah Soderholm, Jean Christoffels

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

Minutes:

- **Motion (3/11/19a)** Moved by Trevor Humphrey, seconded by Harley Wahl to approve the minutes from the previous meeting. Motion carried unanimously.

Treasurers report:

- **Motion (3/11/19b)** Moved by Harley Wahl, seconded by Donna Kor to approve payment of the invoices totaling \$124,222.72. Motion carried unanimously.

Sewer Connection- Lake Shetek Lodge:

Much discussion was had regarding the Sewer Availability Charge (SAC) and sewer billing rates related to the property changes.

- **Motion (3/11/19c)** Moved by Trevor Humphrey, seconded by Greg Grant for each condo to pay a SAC fee at property sale.
- **Motion (3/11/19d)** Moved by Trevor Humphrey, seconded by Harley Wahl to amend previous motion to include that each condo will also be charged a monthly residential sewer rate upon property sale. Amended motion carried unanimously.

Engineers report:

1. Started on Phase II of 2018 flood recovery. Seven sites are completed and Dave Brown hopes to have the rest completed between May 1 and May 15 depending on the weather.
2. Discussed snow removal remaining at ponds.
3. Lift Station # 1 had an issue with the phone line.
4. Everything else is good.

Other:

1. Discussed the sewer billing at 35 Pommier Lane.
 - **Motion (3/11/19e)** Moved by Trevor Humphrey, seconded by Harley Wahl to approve waiving the late fees if account is paid in full by June 1, 2019. Motion carried unanimously.

- **Motion (3/11/19f)** Moved by Donna Kor, seconded by Harley Wahl to approve sending a letter regarding the Board's decision. Motion carried unanimously.
- 2. Board reviewed March 2019 newsletter. Sarah Soderholm requested to include a flyer for the upcoming aquatic invasive species workshop.
 - **Motion (3/11/19g)** Moved by Donna Kor, seconded by Trevor Humphrey to approve sending the newsletter as drafted and include the aquatic invasive species flyer. Motion carried unanimously.
- 3. Discussion on the independent contractor's agreement and request for proposals documents. Board also discussed billing changes for new contract period.
 - **Motion (3/11/19h)** Moved by Jon Hoyme, seconded by Trevor Humphrey to have an annual independent contractor's agreement without the competitive bid process. Motion carried unanimously.
 - **Motion (3/11/19i)** Moved by Donna Kor, seconded by Harley Wahl to table further discussion until next meeting. Motion carried unanimously.
- 4. Discussed ordinance amendments.
 - **Motion (3/11/19j)** Moved by Trevor Humphrey, seconded by Donna Kor to approve the draft ordinance. Motion carried unanimously.
 - **Motion (3/11/19k)** Moved by Donna Kor, seconded by Harley Wahl to set public hearing for April 8, 2019 at 4:00 pm. Motion carried unanimously.
- 5. Discussed spring tour of facilities. Sarah Soderholm will look into pricing and availability.
- 6. Discussed court costs related to delayed hookup remaining out of compliance.
- 7. Discussed Operations & Maintenance Manual which has not been updated since 2007.
 - **Motion (3/11/19l)** Moved by Trevor Humphrey, seconded by Harley Wahl to request a quote from Bolton & Menk regarding the update. Motion carried unanimously.

Next meeting: April 8, 2019 at 4:00 PM

Adjourn:

- **Motion (3/11/19m)** Moved by Trevor Humphrey, seconded by Harley Wahl to adjourn. Motion carried unanimously.

Respectfully Submitted,

Jon Hoyme
Shetek Area Water & Sewer Commission Secretary