

Regular Meeting of the Shetek Area Water and Sewer Commission April 10, 2023

Members present: Donna Kor, Jon Hoyme, Dave Maguire, Greg Grant, Jamie Thomazin, Valarie Kastner

Members absent: Trevor Humphrey

Others present: Jean Christoffels, Dave Brown, Sarah Soderholm, Lori Gunnink, Andrea Kelly, Peter Jaros

Others present via teleconference: Molly Malone, Chuck Pettipiece

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

No conflicts of interest were identified.

Approve agenda:

- **Motion (4/10/23a)** Moved by Donna Kor, seconded by Greg Grant to approve the agenda. Motion carried unanimously.

Minutes:

- **Motion (4/10/23b)** Moved by Dave Maguire, seconded by Valarie Kastner to approve the minutes. Motion carried unanimously.

2023 Rate Review:

Chuck Pettipiece was present via teleconference to discuss his findings and recommendations for the 2023 rate review.

1. Everything looks good.
2. The forecasted 3% increase through 2025 still seems sufficient.
3. A transfer from PFA debt service to county debt surplus is recommended to correct a surplus and deficit.
4. Allocation changes between operations and debt service were also discussed.

Treasurers report:

Dave Brown discussed two invoices for repairs done at 24 Eastlick Trail. These repairs seem to have resulted from damage done during initial system installation.

- **Motion (4/10/23c)** Moved by Dave Maguire, seconded by Greg Grant to pay the repair costs of \$2,143.00. Motion carried unanimously.

Jamie Thomazin requested more description be included on the subcontractor's invoice from B&H Excavating. The Board also discussed missing information on the subcontractor's invoice from Slayton Plumbing and Heating.

- **Motion (4/10/23d)** Moved by Greg Grant, seconded by Valarie Kastner to reject the

subcontractor's invoice from Slayton Plumbing & Heating totaling \$3,605.00. Motion carried unanimously.

- **Motion (4/10/23e)** Moved by Donna Kor, seconded by Dave Maguire to approve payment of remaining invoices totaling \$50,347.44 (\$53,952.44 minus \$3,605). Motion carried unanimously.
- **Motion (4/10/23f)** Moved by Dave Maguire, seconded by Greg Grant to pay the recurring invoices of \$61,244.49. Motion carried unanimously.

Engineers report

- . 1. Repairs related to the invoices were already discussed. Flows are up from typically winter levels.

2023 Rate review:

- **Motion (4/10/23g)** Moved by Donna Kor, seconded by Valarie Kastner to transfer \$1,250,000 from the PFA debt service to the county debt service. Motion carried unanimously.

Independent Contractor's Agreement:

- **Motion (4/10/23h)** Moved by Greg Grant, seconded by Dave Maguire to approve the agreement without changes. Motion carried unanimously.

Carlson Sewer Easement:

- **Motion (4/10/23i)** Moved by Donna Kor, seconded by Dave Maguire to authorize Jean Christoffels to work with the District's attorney and a surveyor to draft the easement. Motion carried unanimously.

Next meeting: Monday, May 8, 2023 at 4:00 PM

Adjourn:

Motion (4/10/23i) Moved by Donna Kor, seconded by Greg Grant to adjourn. Motion carried unanimously.

Respectfully Submitted,

Jon Hoyme
Shetek Area Water & Sewer Commission Secretary