

## **Regular Meeting of the Shetek Area Water and Sewer Commission July 10, 2023**

**Members present:** Donna Kor, Trevor Humphrey, Jon Hoyme, David Maguire, Greg Grant, Valarie Kastner

**Absent Members:** Jamie Thomazin

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

The meeting was called to order by Vice Chair Donna Kor at 4:00 PM.

No conflicts of interest were identified.

### **Agenda:**

- **Motion (7/10/2023a)** Moved by Greg Grant, seconded by Jon Hoyme to approve the agenda. Motion carried unanimously.

### **Minutes:**

- **Motion (7/10/2023b)** Moved by Greg Grant, seconded by Dave Maguire to approve the minutes from the previous meeting. Motion carried unanimously.

### **Treasurers report:**

- **Motion (7/10/2023c)** Moved by Trevor Humphrey, seconded by Dave Maguire to approve payment of the invoices totaling \$24,238.83 Motion carried unanimously.
- **Motion (7/10/2023d)** Moved by Trevor Humphrey, seconded by Greg Grant to approve payment of the recurring invoices totaling \$13,733.68. Motion carried unanimously.

### **Engineers report:**

1. Dave Brown reported a busy July 4<sup>th</sup> weekend with service calls.
2. Dave Brown reported that the June discharge was good and ponds are in excellent shape.
3. Dave Brown will have more numbers on the lid replacements at next month's meeting.
4. Discussions on cost of expansions for Brett Huber's and Doug Rupp's developments were tabled until better costs are obtained.

### **Other:**

1. Matt Kopperud - sewer connection: No decision has been made until more accurate costs are obtained. No motions made on for consideration.
2. Rate Review
  - **Motion (7/10/2023e)** Moved by Trevor Humphrey, seconded by Dave Maguire to approve proposed rate for 2024. Motion carried unanimously.

3. Preliminary Budget 2024
  - **Motion (7/10/2023f)** Moved by Dave Maguire, seconded by Jon Hoyme to amend allocation of user fees from 60% Operations & Maintenance, 40% Debt Service to 80% Operations & Maintenance, 20% Debt Service. Motion carried unanimously.
  - **Motion (7/10/2023g)** Moved by Greg Grant, seconded by Trevor Humphrey to approve 2024 Budget. Motion carried unanimously.
4. Delinquent sewer bills
  - **Motion (7/10/2023h)** Moved by Greg Grant, seconded by Jon Hoyme to approve the delinquent sewer bill list and have Sarah send out the letter that was approved 6/12/2023. Motion carrier unanimously.
5. August Newsletter
  - **Motion (7/10/2023i)** Moved by Jon Hoyme, seconded by Greg Grant to approve the August newsletter. Motion carried unanimously.
6. Jean asked for a volunteer to attend the Audit Entrance meeting. Trevor volunteered.

**Next meeting:** August 14<sup>th</sup>, 2023 at 4:00 PM

**Adjourn:**

- **Motion (7/10/2023j)** Moved by Dave Maguire, seconded by Jon Hoyme to adjourn. Motion carried unanimously.

Respectfully Submitted,

Valarie Kastner  
Shetek Area Water & Sewer Commission Secretary