

Regular Meeting of the Shetek Area Water and Sewer Commission November 13, 2023

Members present: Jamie Thomazin, Trevor Humphrey, Jon Hoyme, David Maguire

Others present: Dave Brown, Sarah Soderholm, Dominic Jones

Others present via teleconference: Jon Peterson, Jean Christoffels, Lori Gunnink

The meeting was called to order by Chairman Jamie Thomazin at 4:00 PM.

No conflicts of interest were identified.

Agenda:

- **Motion (11/13/2023a)** Moved by Trevor J. Humphrey, seconded by Jon Hoyme to approve the agenda with addition of the liability coverage waiver form. Motion carried unanimously.

Dominic Jones, Red Rock Rural Water (RRRW) Expansion update: Dominic Jones came and spoke about the status of the RRRW expansion project to the lakes area. He also went over the timeline for construction. Construction is planned to begin at Lake Sarah Township in Spring 2024. There was much discussion about locating sewer lines during installation of the water lines.

- **Motion (11/13/2023b)** Moved by Jon Hoyme, seconded by David Maguire to allow Red Rock Rural Water to install drinking water to residents within the sewer district. Motion carried unanimously.

Minutes:

- **Motion (11/13/2023c)** Moved by Jon Hoyme, seconded by David Maguire to approve the minutes from the previous meeting. Motion carried unanimously.

Jon Peterson, Lake Sarah, Lift Station #3, & Lake Shetek Extensions:

Jon Peterson, the District's engineer with Bolton & Menk, discussed the plans and scope of work for the Lake Sarah & Lift Station #3 extensions. The Board needed to discuss who will be responsible for purchasing materials, performance bond requirements, and who will recommend final payment be made in order for Jon to complete the scope of work. There was some additional discussion about the process for obtaining quotes. The consensus of the Board was for the District to purchase materials. The Board would like to solicit quotes from multiple local contractors, who have historically worked on these types of extensions, without requiring the performance bond first. If there is little interest, the Board would then advertise for quotes and require a performance bond. No additional changes were requested on the scope of work for Lake Sarah and Lift Station #3 extensions.

Jon Peterson also gave an update on the Lake Shetek expansion.

Treasurers report:

- **Motion (11/13/2023d)** Moved by Jon Hoyme, seconded by David Maguire to approve payment of the invoices totaling \$10,113.98. Motion carried unanimously.
- **Motion (11/13/2023e)** Moved by Jon Hoyme, seconded by David Maguire to approve payment of the recurring invoices totaling \$16,802.95. Motion carried unanimously.

Maintenance Provider's report:

Dave Brown spoke about both extensions. Rupp has been working on the permitting for the road and getting lots into compliance for high water. A few pumps have been replaced.

Other:

1. The Board reviewed the 2024 meeting dates.
 - **Motion (11/13/2023f)** Moved by David Maguire, seconded by Jon Hoyme to accept the meeting dates as presented. Motion carried unanimously.
2. With the current lessee's passing, the Board was asked if they would like to continue to offer the 2024 farm lease to the Gervais family. Mark Gervais has indicated that he is interested in continuing to lease the pond ground.
 - **Motion (11/13/2023g)** Moved by Jon Hoyme, seconded by David Maguire to approve the 2024 farm lease as presented with Mark Gervais as the new lessee. Motion carried unanimously.
3. Subcommittee for Ordinance Review: Jamie Thomazin and Trevor Humphrey volunteered to be on the subcommittee. Jon Hoyme volunteered as well depending on the meeting date. The subcommittee meeting was set for Monday, November 27 at 7:00 am.
 - **Motion (11/13/2023h)** Moved by Jon Hoyme, seconded by David Maguire to appoint Jamie Thomazin, Trevor Humphrey, and Jon Hoyme to the subcommittee for the Ordinance review. Motion carried unanimously.
4. The Board reviewed the liability coverage waiver and property schedule for the insurance renewal.
 - **Motion (11/13/2023i)** Moved by Jon Hoyme, seconded by David Maguire to not waive the liability limits established in Statute. Motion carried unanimously.
 - **Motion (11/13/2023j)** Moved by Jon Hoyme, seconded by David Maguire to approve Jean Christoffels and Dave Brown work with Chuck Vasgaard on the appropriate values for the property schedule. Motion carried unanimously.

Next meeting: December 11, 2023 at 4:00 PM

Adjourn:

- **Motion (11/13/2023k)** Moved by Jon Hoyme, seconded by David Maguire to adjourn. Motion carried unanimously.

Respectfully Submitted,

Trevor J. Humphrey
Shetek Area Water & Sewer Commission Acting Secretary