

**SHETEK AREA  
WATER  
&  
SEWER  
COMMISSION**

2500 28<sup>th</sup> Street, PO Box 57  
Slayton, MN 56172-0057

**MEMBERS:**

**Jamie Thomazin**  
30 South Shore Drive  
Slayton, MN 56172  
(507) 828-3516  
fishnshetek@hotmail.com

**Donna Kor**  
82 South Shore Drive  
Slayton, MN 56172  
(507) 760-0304  
shetekor@frontiernet.net

**Jon Hoyme**  
50 South Shore Drive  
Slayton, MN 56172  
(507) 763-1568  
hoymejon@gmail.com

**Trevor Humphrey**  
76 Pleasant View Road  
Slayton, MN 56172  
(507) 829-7009  
Humphreytj@gmail.com

**Valarie Kastner**  
58 Keeley Island Dr  
Slayton, MN 56172  
(712) 389-0644  
valariekastner@gmail.com

**David Maguire**  
56 Keeley Island Dr  
Slayton, MN 56172  
(507) 430-2951  
david.maguire@unitedcapmn.org

**Greg Grant**  
PO Box 66  
Russell, MN 56169  
(507) 823-4746

**MAINTENANCE:**

**Dave Brown**  
(507) 760-0071

Website:  
Murraycountymn.com/saws

# Shetek Area Water and Sewer Commission Agenda

**Meeting Date:** October 9, 2023  
**Time:** 4:00 p.m.  
**Location:** Meeting Room B  
Murray County Gov. Bldg.  
Slayton, MN 56172

You may attend in person, listen to the meeting by calling 612-895-1948 (Conference ID: 942437403#), or view the meeting live via Teams. The Teams link can be found on the Murray County home page <https://murraycountymn.com/>.

**Agenda:**

- A. Call Meeting to Order
- B. Roll Call
- C. Identify any Conflicts of Interest
- D. Approve Agenda
- E. Dominic Jones, Red Rock Rural Water expansion update
- F. Approval of Minutes
  - a. August 15, 2023 SAWS Meeting
- G. Treasurer's Report/Cash Flow
  - a. Approval of Invoices
  - b. Approval of Recurring Invoices
- H. Maintenance Provider's Report
  - a. Insurance claim – September 3, 2023
- I. Other
  - a. 2022 Audit update
  - b. Delinquent Sewer bills
- J. Set Next Meeting Date
  - a. November 13, 2023 at 4:00 pm
- K. Adjourn

*Thank you for your time, interest, and participation.*

## **Regular Meeting of the Shetek Area Water and Sewer Commission August 15, 2023**

**Members present:** Donna Kor, Trevor Humphrey, Greg Grant, Valarie Kastner

**Members absent:** Jamie Thomazin, Jon Hoyne, David Maguire

**Others present:** Dave Brown, Sarah Soderholm, Jean Christoffels

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

When identifying any conflicts of interest, Trevor Humphrey identified that his business is bidding on the electrical work for the spec homes proposed by Bluwater Holdings LLC on 1 & 3 Lighthouse Lane.

### **Agenda:**

- **Motion (8/15/23a)** Moved by Greg Grant, seconded by Trevor Humphrey to approve the agenda without additions. Motion carried unanimously.

### **Minutes:**

- **Motion (8/15/23b)** Moved by Greg Grant, seconded by Trevor Humphrey to approve the minutes from the previous meeting. Motion carried unanimously.

### **Treasurers report:**

- **Motion (8/15/23c)** Moved by Valarie Kastner, seconded by Trevor Humphrey to approve payment of the invoices totaling \$5,724.15. Motion carried unanimously.
- **Motion (8/15/23d)** Moved by Greg Grant, seconded by Valarie Kastner to approve payment of the recurring invoices totaling \$26,829.24. Motion carried unanimously.

### **Engineers report:**

1. Dave Brown reported it has been quiet and nothing new.
2. Lift station #1 order issues have been fixed.

### **Other:**

1. Sewer connection of 1&3 Lighthouse Lane: Brett Behrends with Bluwater Holdings asked to connect 1 & 3 Lighthouse Lane to a single grinder and requested a refund for one hot-tap permit fee of \$125.00. The Board discussed Trevor's conflict of interest and found that it was not a conflict since Trevor's business has not been hired by Bluwater Holdings.
  - **Motion (8/15/23e)** Moved by Greg Grant, seconded by Valarie Kastner to allow both properties to connect to a single grinder with the stipulation that a second grinder must be installed once one of the properties is sold to a third party. Motion carried unanimously.

- **Motion (8/15/23f)** Move by Valarie Kastner, seconded by Greg Grant to refund one hot-tap permit fee of \$125.00 to Brett Behrends of Bluwater Holdings. Motion carried unanimously.
- 2. Lift station #3 submain line extension: The estimated costs are as follows: Engineering cost \$3,750.00, Material cost \$7,106.71, and labor estimated between \$12,000 to \$14,000. Estimated revenue is \$22,202 based on the 2023 Sewer Availability Charges (SAC) rates.
  - **Motion (8/15/23g)** Moved by Greg Grant, seconded by Valarie Kastner to approve moving forward with engineering for the extension with the additional expenses, above and beyond the SAC revenue, to be paid by Kopperuds. Motion carried unanimously.
- 3. Lake Sarah extension: The estimated cost for materials, easements, and engineering is \$81,173.94. This does not include labor. Estimated revenue is \$133,212 based on the 2023 Sewer Availability Charges (SAC) rates.
  - **Motion (8/15/23h)** Moved by Greg Grant, seconded by Trevor Humphrey to approve moving forward with engineering for the extension with the additional expenses, above and beyond the SAC revenue, to be paid by the developer and 50% of developer's cost must be paid prior to start of construction. Motion carried unanimously.
- 4. 2023 Delayed Hookups:
  - **Motion (8/15/23i)** Moved by Greg Grant, seconded by Valarie Kastner to approve sending the proposed letter to Marlys Knuth regarding the missing inspection for their existing septic system. Motion carried unanimously.

**Next meeting:** September 11, 2023 at 4:00 PM

**Adjourn:**

- **Motion (8/15/23j)** Moved by Trevor Humphrey, seconded by Valarie Kastner to adjourn. Motion carried unanimously.

Respectfully Submitted,

Valarie Kastner  
Shetek Area Water & Sewer Commission Secretary

**Shetek Area Water and Sewer Commission**  
**2500 28th Street, PO Box 57**  
**Slayton, MN 56172**

<b>Expenses:</b> October 9, 2023
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### *Recurring Invoices*

<b>Pay Date</b>	<b>Payee</b>	<b>For</b>	<b>Warrant #</b>	<b>Amount</b>
7/6/2023	First National Bank	7/2023 direct deposit fee	77091	\$15.00
8/1/2023	Brown Excavating	8/2023 operation & maintenance	171754	\$11,170.00
8/1/2023	Murray County Treasurer	7/2023 postage expense	171761	\$393.03
8/1/2023	Murray County Treasurer	7/2023 billing costs	171761	\$734.40
8/1/2023	Mn Public Facilities Authority	8/21/2023 PFA Loan Repayment	171760	\$460,491.96
8/1/2023	Mn Public Facilities Authority	80% of Prepaid SAWS Assessments	171760	\$22,846.84
8/1/2023	Mn Public Facilities Authority	8/21/2023 PFA Loan Repayment	171760	\$9,275.85
8/4/2023	AT&T Mobility II	6/26/23 - 7/25/23 service	171820	\$33.78
8/4/2023	Gopher State One Call Inc	7/31 Gopher State One Call	171822	\$51.30
8/15/2023	Counties Providing Technologies	8/23 sewer billing	171889	\$159.00
8/17/2023	Frontier Communications	7/5 - 8/6/23 phone service	171941	\$270.27
8/17/2023	Nobles Cooperative Electric	7/2023 electrical service	171943	\$1,244.89
9/8/2023	First National Bank	8/2023 direct deposit fee	77467	\$15.00
9/1/2023	Brown Excavating	9/2023 operation & maintenance	172006	\$11,170.00
9/1/2023	Murray County Treasurer	8/2023 postage expense	172011	\$474.03
9/1/2023	Murray County Treasurer	8/2023 billing costs	172011	\$735.36
9/1/2023	MVTL Laboratories	8/30 tile line sampling	172012	\$63.25
9/1/2023	MVTL Laboratories	8/31 quarterly sampling	172012	\$205.70
9/7/2023	AT&T Mobility II	7/26/23 - 8/25/23 service	172072	\$33.78
9/7/2023	Gopher State One Call Inc	8/31 Gopher State One Call	172078	\$44.55
9/19/2023	Counties Providing Technologies	9/23 sewer billing	172124	\$159.00
9/19/2023	Staples	8/4 envelopes	172169	\$16.57
9/21/2023	Frontier Communications	8/5 - 9/6/23 phone service	172212	\$270.27
9/21/2023	Nobles Cooperative Electric	8/2023 electrical service	172217	\$1,081.36
		Sum of Recurring Invoices		\$520,955.19

I declare under the penalties of law that this account, claim, or demand is just and correct and that has been paid per Resolution 2022-02-14d.

Approved by: \_\_\_\_\_  
SAWSC Treasurer



ACKNOWLEDGEMENT OF CLAIM

September 7, 2023

Shetek Area Water & Sewer Distict  
PO Box 57  
Slayton MN 56172-0057

Re: Our Claim Number: LMC CP 000000307219  
LMCIT Member: Shetek Area Water & Sewer Distict  
Claimant Name(s): Shetek Area Water & Sewer Distict  
Occurrence/Date of Loss: September 3, 2023  
Claim Description: A tree roots cause damaged to the lift pump.

The League of Minnesota Cities Insurance Trust claims office has received the above captioned claim. The assigned claim supervisor and adjuster are listed below. The adjuster is your key contact on this claim.

If you have any questions, please contact the adjuster or supervisor assigned to this claim.

Sincerely, LMCIT Claims Department

Adjuster: Michael Forys  
Phone No.: (651) 600-1080  
Fax No.: (651) 281-1297  
Email: mforys@lmc.org

Supervisor: Jim Boonstra  
Phone No.: (651) 215-4088  
Fax No.: (651) 281-1297  
Email: jboonstra@lmc.org

CC: Minnwest Insurance Agency Inc  
2565 King Ave  
Slayton Minnesota 56172-1232



ACKNOWLEDGEMENT OF CLAIM

September 7, 2023

Minnwest Insurance Agency Inc  
2565 King Ave  
Slayton Minnesota 56172-1232

Shetek Area Water & Sewer Distict  
PO Box 57  
Slayton MN 56172-0057

Re: Our Claim Number: LMC CP 000000307219  
LMCIT Member: Shetek Area Water & Sewer Distict  
Claimant Name(s): Shetek Area Water & Sewer Distict  
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Sincerely, LMCIT Claims Department

Adjuster: Michael Forys  
Phone No.: (651) 600-1080  
Fax No.: (651) 281-1297  
Email: mforys@lmc.org

Supervisor: Jim Boonstra  
Phone No.: (651) 215-4088  
Fax No.: (651) 281-1297  
Email: jboonstra@lmc.org

CC: Minnwest Insurance Agency Inc  
2565 King Ave  
Slayton Minnesota 56172-1232

# 2023 Delinquent Sewer Bills

Parcel #

Name

Property Address

Outstanding  
Balance

As of 9-22-23

Parcel #	Name	Property Address	Outstanding Balance	As of 9-22-23
11.170.003.0	Micah & Alyssa Hietbrink &	6 North Shore Drive	\$241.63	paid in full 7/14/2023
11.210.001.0	Chad & Sue Versteeg	136 Pleasantview Road	\$241.63	paid in full 7/17/2023
15.001.009.0	Chad & Amy Bozzell	63 Keeley Island Drive	\$563.24	paid \$619.56 8/1/23
15.103.004.0	Jennifer Wethor	7 Pheasant Drive	\$609.82	paid in full 9/22/23
18.019.001.2	James & Mary Sweetman	3 Sandbar-Fremont Lane	\$246.02	paid \$300 7/21/23



## Public Notice

The Murray County Planning Commission will conduct public hearings on Thursday, October 19, 2023, at 7:00 pm in the County Commissioner's Meeting Room, Murray County Government Center, Slayton, MN to take public comment and act on the following requests in the order listed below:

- 1. Conditional Use Permit Applicant:** Nobles Cooperative Electric  
**Property Location:** NE1/4 NE1/4, Section 21, Slayton Township, Murray County  
**Application:** To construct and operate an electrical substation in the Rural Residential District.  
**Reason for Public Hearing:** Nobles Cooperative Electric made application for a conditional use permit pursuant to Murray County Zoning Ordinance, Article 8, Section 807 and Article 18, Section 1804. The new substation will be a replacement of the existing substation at 2454 34<sup>th</sup> Street, Slayton, MN, that would be constructed on land they will purchase from Gaylen Jensen. The substation shall be enclosed with appropriate fencing and equipped with security measures to prevent unauthorized access, including perimeter signage and exterior lighting. Once construction is completed, the old substation site will be "bare grounded" and returned to residential use. All components of the substation, including the fence, will meet all required setbacks.
- 2. Preliminary Plat Applicant:** Doug Rupp  
**Property Location:** 66.09 acres in NE1/4, Section 24, Lake Sarah Township, Murray County  
**Application:** Preliminary Plat for a subdivision in the Residential and Shoreland Overlay Districts on Lake Shetek, a General Development Lake.  
**Reason for Public Hearing:** Doug Rupp, developer, applied for a preliminary plat to subdivide said property pursuant to Murray County Zoning Ordinance, Article 12, Section 1212; and Murray County Subdivision Ordinance, Article 3, Section 303. The proposal is to subdivide and plat 29 riparian lots and two (2) Outlots on Lake Shetek, with the name of the subdivision being Pelican Bay Addition. The lots would be part of the Shetek Area Water and Sewer District and would be sewerred.

All interested parties are invited to attend. If you are unable to attend, any comments or questions may be submitted in writing by Monday, October 9, 2023 to the Murray County Environmental Services Office – PO Box 57, Slayton, MN 56172, or via email to [jchristoffels@co.murray.mn.us](mailto:jchristoffels@co.murray.mn.us).

### Dates Published:

Murray County Wheel/Herald  
Murray County News

Monday, October 2, 2023  
Wednesday, October 4, 2023



Jean M. Christoffels  
Murray County Zoning/Environmental Administrator

**Pelican Bay Addition  
Part of NE1/4, Section 24,  
Lake Sarah Township  
Preliminary Plat Public Hearing  
Thursday, October 19, 2023 @ 7:00 pm**



**Notice Area: 2,640 ft (1/2 mile)**

Source: Murray Co. GIS Data  
Prepared By: Murray Co. Environmental Office  
Displayed Using: Murray Co. Coordinate System



**SAWS  
LEDGER BALANCE**

Date	CURRENT BALANCE				BALANCE
	# 392 OPERATIONS	# 393 PFA DEBT SERVICE	# 394 COUNTY DEBT SERVICE	# 396 PFA SET ASIDE RESERVE (based on SAWS flows)	
January, 2023	534,714.76	1,509,686.23	-1,315,946.76	234,531.35	962,985.58
February, 2023	548,686.21	1,494,006.46	-1,311,307.52	235,100.33	966,485.48
March, 2023	571,176.05	1,514,284.60	-1,306,237.99	235,805.58	1,015,028.24
April, 2023	531,870.80	286,478.56	-50,689.51	238,097.37	1,005,757.22
May, 2023	551,196.21	572,478.54	20,810.88	241,091.35	1,385,576.98
June, 2023	509,658.82	610,999.34	30,441.06	242,918.51	1,394,017.73
July, 2023	502,407.12	637,699.82	24,527.42	244,766.77	1,409,401.13
August, 2023	515,720.80	163,762.22	29,196.65	246,093.41	954,773.08
September, 2023					0.00
October, 2023					0.00
November, 2023					0.00
December, 2023					0.00
					<b>TOTAL</b>
					<b>BALANCE</b>

SEP 14 2023

MARK FOX  
PH. 507-763-3857  
12 LAKE SHETEK DRIVE  
SLAYTON, MN 56172

7468  
75-1598/912


9-1-2023  
DATE

PAY TO THE  
ORDER OF

Shetek Sewer

\$ 73.00

Seventy three and 00/100

DOLLARS  Security features included. Detach on back.

**CURRIE STATE BANK** 141 Mill Street • PO Box 176  
Currie MN 56123  
Independent - Home Owned Ph: 507-763-3262

*[Handwritten Signature]*

FOR 151050066-00 - not happy !!

MP

007468