

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

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

Members absent: Jamie Thomazin

Others present: Jean Christoffels, Sarah Soderholm, Molly Malone

Others present via teleconference: Dave Brown

Meeting called to order by Vice-Chair Donna Kor at 4:00 PM.

No conflicts of interest were identified.

Approve agenda:

- **Motion (2/13/23a)** Moved by Trevor Humphrey, seconded by Valarie Kastner to approve the agenda. Motion carried unanimously.

Minutes:

- **Motion (2/13/23b)** Moved by Trevor Humphrey, seconded by Greg Grant to approve the minutes from the previous meeting on January 9, 2023. Motion carried unanimously.

Treasurers report:

- **Motion (2/13/23c)** Moved by Trevor Humphrey, seconded by Dave Maguire to approve payment of invoices totaling \$6,747.03. Motion carried unanimously.
- **Motion (2/13/23d)** Moved by Dave Maguire, seconded by Trevor Humphrey to pay the recurring invoices of \$274,151.59. Motion carried unanimously.

Engineers report:

1. Dave Brown discussed the updated plan for work on Lift Station #1. Quality Flow is planning to come down on March 13th.
2. Service calls are down so it's been pretty quiet.
3. Dave also mentioned that he's working on a replacement plan for grinder lids.
4. The Board thanked Dave for all his hard work.

Other:

1. The Board discussed the proposed Lake Sarah expansion. Updates were shared on the estimated sewer access charges and the estimated cost for installation. This proposed subdivision could be ready by August.
2. The Board discussed the proposed Lake Shetek expansion. Twenty-nine lots are proposed. Updates were shared on the estimated sewer access charges and the estimated

cost for installation. The total from sewer access charges is anticipated to cover the installation costs at this time.

3. The 2023 rate review was discussed. Chuck Pettipiece plans to have it done for the next meeting.
 - **Motion (2/13/23e)** Moved by Trevor Humphrey, seconded by Jon Hoyme to accept the estimate from Chuck Pettipiece for the 2023 rate review. Motion carried unanimously.
4. The Board set the 2023 portable toilet facility permit rate.
 - **Motion (2/13/23f)** Moved by Jon Hoyme, seconded by Dave Maguire to keep the permit rate at \$25. Motion carried unanimously.
5. The Board reviewed the 2023 delayed hook-up list based on properties with expiring Certificates of Compliance.
 - **Motion (2/13/23g)** Moved by Jon Hoyme, seconded by Dave Maguire to approve sending a letter to those individuals with expiring Certificates of Compliance. Motion carried unanimously.
6. Sarah Soderholm presented the 2022 inventory.
 - **Motion (2/13/23h)** Moved by Trevor Humphrey, seconded by Greg Grant to approve the 2022 inventory. Motion carried unanimously.
7. The Board reviewed the 2023 spring newsletter.
 - **Motion (2/13/23i)** Moved by Jon Hoyme, seconded by Greg Grant to approve the newsletter. Motion carried unanimously.

Next meeting: March 13, 2023 at 4:00 PM

Adjourn:

Motion (2/13/23j) Moved by Dave Maguire, seconded by Trevor Humphrey to adjourn. Motion carried unanimously.

Respectfully Submitted,

Jon Hoyme
Shetek Area Water & Sewer Commission Secretary