

Regular Meeting of the Shetek Area Water and Sewer Commission February 8, 2021

Members present via teleconference: Jamie Thomazin, Jon Hoyme, Harley Wahl, Dave Maguire, Greg Grant

Members present on-site: Trevor Humphrey

Members absent: Donna Kor

Others present via teleconference: Dave Brown, Molly Malone, Lori Gunnink

Others present on-site: Sarah Soderholm, Jean Christoffels

Pursuant to notice, the meeting was called to order via teleconference by Chairman Jamie Thomazin at 4:00 PM.

No conflicts of interest were identified.

Minutes:

- **Motion (2/8/2021a)** Moved by Harley Wahl, seconded by Greg Grant to approve the minutes from the previous meeting. Motion carried unanimously via roll call vote.

Treasurers report:

- **Motion (2/8/2021b)** Moved by Harley Wahl, seconded by Trevor Humphrey to approve payment of the invoices totaling \$24,552.76. Motion carried unanimously via roll call vote.
- **Motion (2/8/2021c)** Moved by Trevor Humphrey, seconded by Harley Wahl to approve payment of the reoccurring invoices totaling \$337,154.98. Motion carried unanimously via roll call vote.

Engineers report:

1. A lateral was repaired near 2 North Shore Drive on Lake Sarah. A small amount of clean up and reseeded will need to be done in the spring.
2. A technician from Ziegler Cat has been down to repair the transfer switch issue discussed at the Board's last meeting.
3. Dave is having issues with a few grinder stations freezing up due to the extreme cold. Condensation within the station has been cause some insulation to shift.
4. Dave thanked the Board members and staff for their donation in memory of his mother.

Other:

1. The Board discussed the Ordinance amendments.
 - **Motion (2/8/2021d)** Moved by Trevor Humphrey, seconded by Greg Grant to move forward with the amendments and schedule a public hearing for March 8, 2021 at 4:00 pm. Motion carried unanimously via roll call vote.

2. Discussed the bylaws amendments.
 - **Motion (2/8/2021e)** Moved by Dave Maguire, seconded by Trevor Humphrey to approve the bylaws as amended. Motion carried unanimously via roll call vote.
3. The Board reviewed the 2020 inventory.
 - **Motion (2/8/2021f)** Moved by Harley Wahl, seconded by Greg Grant to approve the 2020 inventory. Motion carried unanimously via roll call vote.
4. Discussed the 2020 audit engagement letter.
 - **Motion (2/8/2021g)** Moved by Dave Maguire, seconded by Trevor Humphrey to approve and authorize Board Chair to sign the engagement letter. Motion carried unanimously via roll call vote.
5. The Board reviewed and discussed the spring newsletter. Jean Christoffels asked the Board if she could also include some information regarding flood insurance.
 - **Motion (2/8/2021h)** Moved by Trevor Humphrey, seconded by Dave Maguire to approve sending the newsletter with the February sewer bills and to allow Jean to include a letter regarding flood insurance. Motion carried unanimously via roll call vote.
6. Trevor Humphrey discussed his conversation with Don Gass regarding his concerns about his monthly sewer bill.
7. The Board reviewed a request regarding placement of fiber optic cable within the District's sewer easements. Dave Brown, Jamie Thomazin, and Trevor Humphrey volunteered to meet with the individuals for more information.
 - **Motion (2/8/2021i)** Moved by Harley Wahl, seconded by Trevor Humphrey to appoint Jamie Thomazin & Trevor Humphrey to a subcommittee to discuss placement of the fiber optic cable. Motion carried unanimously via roll call vote.
8. Dave Brown mentioned that there may be up to five new homes connecting to centralized sewer in the near future.

Next meeting: March 8, 2021 at 4:00 PM.

Adjourn:

- **Motion (2/8/2021j)** Moved by Trevor Humphrey, seconded by Dave Maguire to adjourn. Motion carried unanimously via roll call vote

Respectfully Submitted,

Jon Hoyme
Shetek Area Water & Sewer Commission Secretary