

Regular Meeting of the Shetek Area Water and Sewer Commission April 12, 2021

Members present via teleconference: Trevor Humphrey, Donna Kor, Greg Grant, Dave Maguire

Members present on site: Jamie Thomazin, Harley Wahl, Jon Hoyme

Others present via teleconference: Molly Malone, Lori Gunnink, Chuck Pettipiece

Others present on site: Dave Brown, Jean Christoffels, Sarah Soderholm

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.

2021 Rate Review:

Chuck Pettipiece went over the findings of the rate review with the Board. The District is in good shape compared to previous years and Chuck commended the Board for working hard to balance the budget. Chuck recommended the Board continue the 3% rate increase as planned and remove the \$10 surcharge as of January 1, 2022. He also recommended paying \$117,470 towards repayment of the 2018 flooding-related loan in the first quarter and the remaining \$86,400 balance of the loan to Murray County by the end of the year. He noted that a 3% rate increase may not need be needed in 2023. Finally, Chuck recommended the Board continue with Bond payments as scheduled and look at PFA and County projections payments in two years

Minutes:

- **Motion (4/12/21a)** Moved by Harley Wahl, seconded by Jon Hoyme to approve the minutes from the previous meeting. Motion carried unanimously via roll call vote.

Treasurers report:

- **Motion (4/12/21b)** Moved by Harley Wahl, seconded by Donna Kor to approve payment of the invoices totaling \$6,571.00. Motion carried unanimously via roll call vote.
- **Motion (4/12/21c)** Moved by Donna Kor, seconded by Dave Maguire to payment of recurring invoiced totaling \$12,381.92. Motion carried unanimously via roll call vote.

Engineers report:

1. Repairs and pumps have remained pretty stable.
2. Pond levels are good. Pre-discharge samples have not been taken.
3. Dave Brown and Sarah Soderholm are continuing to fine tune pump tracking process and documents.

Other:

1. The Board reviewed a request from the landowner at 1 Teepeeotah Road regarding his interest in extension and connection to the centralized sewer. The Board discussed potential options, neighboring property owner's interest, potential costs, and other details.
 - **Motion (4/12/21d)** Moved by Harley Wahl, seconded by Jon Hoyme to proceed with researching options related to this property. Motion carried unanimously via roll call vote.
2. The Board reviewed the draft Annual Portable Toilet Facilities permit.
 - **Motion (4/12/21e)** Moved by Dave Maguire, seconded by Trevor Humphrey to approve the permit as amended and set the annual permit fee of \$25 per year. Motion carried unanimously via roll call vote.
3. Reviewed the estimate from Brown Excavating related to the Independent Contractor's Agreement for July 1, 2021 through June 30, 2022. A 2 ½ % increase related to the cost of living and increasing expenses was included.
 - **Motion (4/12/21f)** Moved by Jon Hoyme, seconded by Dave Maguire to accept the estimate from Brown Excavating and authorize the Chairman to sign the Independent Contractor's Agreement. Motion carried unanimously via roll call vote.
4. Discussed the routine preventative maintenance contracts from Ziegler Cat.
 - **Motion (4/12/21g)** Moved by Harley Wahl, seconded by Dave Maguire to turn down the routine preventative maintenance contracts. Motion carried unanimously via roll call vote.
5. The Board discussed a landowner's complaints regarding the current sewer rates.

Next meeting: May 10, 2021 at 4:00 PM

Adjourn:

- **Motion (4/12/21h)** Moved by Harley Wahl, seconded by Trevor Humphrey to adjourn. Motion carried unanimously via roll call vote.

Respectfully Submitted,

Jon Hoyme
Shetek Area Water & Sewer Commission Secretary