

Regular Meeting of the Shetek Area Water and Sewer Commission August 9, 2021

Members present: Donna Kor, Harley Wahl, Jon Hoyme, Dave Maguire, Greg Grant, Trevor Humphrey

Absent: Jamie Thomazin

Others present via teleconference: Dave Brown

Others present on site: Lori Gunnink, Jean Christoffels, Sarah Soderholm

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

No conflicts of interest were identified.

Minutes:

- **Motion (8/9/21a)** Moved by Harley Wahl, seconded by Dave Maguire to approve the minutes from the previous meeting. Motion carried unanimously.

Addition to Agenda:

- **Motion (8/9/21b)** Moved by Dave Maguire, seconded by Greg Grant to add proposed resolution to the agenda regarding a funds transfer to Murray County. Motion carried unanimously.

Treasurers report:

- **Motion (8/9/21c)** Moved by Jon Hoyme, seconded by Harley Wahl to approve payment of the invoices totaling \$30,769.21. Motion carried unanimously.
- **Motion (8/9/21d)** Moved by Dave Maguire, seconded by Greg Grant to approve payment of recurring invoices totaling \$40,958.54. Motion carried unanimously.

Engineer's report:

1. Dave Brown discussed repairs completed at 89 Deerpath Road. Tree roots had grown into building sewer and grinder station requiring considerable repair. Dave is checking with insurance regarding possible coverage.
2. Repairs to an air release near the corner of Lakeview Drive were also completed. Enviro Pump Plus was called to assist with clean up.
3. Dave Brown discussed his conversation with Terry Carlson regarding a possible sewer easement. They are not willing to allow the sewer line to cross their property and felt no meeting was needed.
4. **Lift Station Repairs:** Dave Brown went over his proposal and timeline for repairs of the Lift Stations and the estimated costs. Considerable discussion was had regarding the options for immediate and future upgrades and repairs. Options A and B regarding the replacement

and repairs of pumps at Lift Stations 1-3 were more immediate needs. Option C regarding the replacement of plumbing within the Lift Stations vaults could be spread out over time. It would be easiest to reline the vaults at the same time. Dave will continue to research options and costs and will keep the Board informed. Remaining discussion and a decision regarding the Lift Station repairs was continued until after the Board discussed the 2022 rate review and budget.

At 4:18 p.m., Trevor Humphrey arrived and the joined meeting.

Other:

1. Jean Christoffels discussed the 2022 rate review and Chuck Pettipiece's rate proposal based on the necessary Lift Station repairs. Chuck proposed discontinuing the \$10 debt service surcharge and add a 6% rate increase to replace reserves expended on Lift Station repairs within 5 years. After considerable discussion, the rates for 2022 were adjusted to cover the costs for lift station repairs.
 - **Motion (8/9/21e)** Moved by Trevor Humphrey, seconded by Dave Maguire to approve discontinuing the \$10 debt service surcharge as of December 31, 2021 and add a 6% utility rate increase for 2022. Motion carried unanimously.
2. Jean Christoffels went over the proposed 2022 budget. The Board had a few questions related to the insurance and grinder pump costs.
 - **Motion (8/9/21f)** Moved by Jon Hoyme, seconded by Trevor Humphrey to approve the budget as proposed. Motion carried unanimously.

Engineer's report (continued):

4. **Lift Station Repairs:** With 2022 utility rates set and budget approved, the Board continued discussion regarding the necessary Lift Station repairs.
 - **Motion (8/9/21g)** Moved by Jon Hoyme, seconded by Greg Grant to approve Option A and B regarding the purchase of 3 new Lift Station pumps and repair of 3 existing Lift Station Pumps. Motion carried unanimously.
5. Dave Brown commented that there are several new connections in process and adequate number of pumps on hand. Sarah Soderholm and Dave are continuing to work and improve pump tracking.

Other (continued):

3. Discussed potential sewer connection for Brett Huber development. The neighboring property owner is not interested in allowing the sewer line to cross their property.
 - **Motion (8/9/21h)** Moved by Harley Wahl, seconded by Dave Maguire to draft a letter to Brett Huber explaining that the District cannot justify expanding the system at this time. Motion carried unanimously.
4. The Board reviewed a proposal and resolution regarding the transfer of debt service surcharge funds from the District to Murray County. The State Auditors are requesting a

resolution to reimburse Murray County the \$175,000 borrowed to the SAWS District.

Member Trevor Humphrey moved for the adoption of the following resolution:

RESOLUTION 2021-08-09i (Motion 8/9/21i)
A Resolution Authorizing Transfer to County Revenue

WHEREAS on October 29, 2019 the Board authorized adding a \$10 debt surcharge to each sewer utility bill as a way to collect funds to reimburse the Murray County General Revenue Fund (Fund 01) for \$175,000 advanced to the SAWS Fund (Fund 92).

NOW THEREFORE BE IT RESOLVED, that the Shetek Area Water and Sewer Board authorizes a transfer of \$81,210 from the SAWS Fund (Fund 92) to the Murray County General Revenue Fund (Fund 01) as follows:

- 2019: \$150.00
- 2020: \$81,060.00

BE IT FURTHER RESOLVED that a transfer is automatically authorized at year end for any subsequent year the surcharge is collected, up to a maximum of \$175,000 in total transfers.

The foregoing resolution was duly seconded by Harley Wahl and thereupon being put to a vote passed.

5. Discussed potential sewer extension to 1 Tepeeotah Road. The Board decided to send a letter stating that it would not be cost effective at this time to extend our sewer line that distance.
 - **Motion (8/9/21j)** Moved by Trevor Humphrey, seconded by Dave Maguire to send a letter to the property owner regarding the unfeasibility to extend the sewer line at this time. Motion carried unanimously.
6. Reviewed August newsletter.
 - **Motion (8/9/21k)** Moved by Trevor Humphrey, seconded by Dave Maguire to approve newsletter as amended. Motion carried unanimously.

Sarah Soderholm requested to include an aquatic invasive species flyer with the newsletter mailing.

 - **Motion (8/9/21l)** Moved by Dave Maguire, seconded by Greg Grant to approve including aquatic invasive species flyer with the newsletter mailing. Motion carried unanimously.
7. Sarah Soderholm updated the Board on delinquent sewer bills.
8. The Board discussed continuing to offer a virtual meeting link for others to use to attend meetings. The Board agreed to continue offering a virtual meeting option for others.

Next meeting: September 13, 2021 at 4:00 PM

Adjourn:

- **Motion (8/9/21m)** Moved by Harley Wahl, seconded by Dave Maguire to adjourn.
Motion carried unanimously.

Respectfully Submitted,

Jon Hoyme
Shetek Area Water & Sewer Commission Secretary