

Duluth/North Shore Sanitary District – Board of Managers
Meeting # 130

Date: November 16, 2010

Meeting called to order at: 7:00 am.

Board Members Present: Kevin Bovee, Dean Korri, Scott Smith, Katie Kuettel, John Bowen
Board Members Absent: None
Others Present: Julie Lundholm, Mia Thibodeau, Mary Ann Sironen, Jim Anklam, John Kessler, Eric Appelwick, Rick Schumahl, John Fischer

Minutes To: Kevin Bovee, Dean Korri, Scott Smith, Katie Kuettel, John Bowen, Eric Appelwick, John Mason, Mia Thibodeau, Jim Anklam, Mary Ann Sironen, Becky McNamara, Al Katz, Lars Fladmark, Don McTavish, John Kessler, Marianne Bohren, Tim Tuominen, Dan Belden

Minutes By: Julie Lundholm

1. **Roll call:** see above.
2. **Approve agenda:** motion to approve with additions (A. Nisswandt to Old Business and FOG to Operations Report) by **K. Kuettel**. Second by **S. Smith**. Motion passed unanimously.
3. **Minutes:** regular meeting # 129, October 19, 2010. There were no corrections. Motion to approve by **J. Bowen**. Second by **K. Kuettel**. Motion passed unanimously.
4. **Public Comment / Input:**
 - I. **Rick Schumahl:** 2323 Old North Shore Rd., expressed concerns regarding yearly charges of sewer service and the hardship it may be causing residents. Asked if any monetary help was available to residents. **J. Fischer** has spent much time lobbying for grants and funds to help the District with debt relief. **M.A. Sironen** said grants were given to residents for initial construction of the system, but not for operation. **K. Bovee** suggested Mr. Schumahl get involved by working to obtain funding.
5. **Communications / Correspondence:**
 - I. **J. Peterson**, 5389 North Shore Dr., Change of Service, DSF: **J. Bowen** sent Mr. Peterson a copy of the old Change of Service Policy and will send the new one as soon as it is approved.

6. **Treasurer's Report: Scott Smith**

- I. **Payment of Bills:** Board discussion of charges presented for payment and financial report sent by **B. McNamara**. A portion of the additional charges are attributable to costs of preparing for the public meeting on October 19. It was noted that most of the NTS call outs last month were caused by the rain event. Motion by **S. Smith** to pay the monthly bills as presented. Second by **K. Kuettel**. Motion passed unanimously.

7. **Financial: Becky McNamara**

- I. **Final Past Due User Fee List Submitted for Certification:** due November 26, 2010.
- II. **Final Debt Service Fee List Submitted for Certification (including number of prepayments received):** due November 30, 2010, will be sent on November 26.
- III. **Modification of Sweep Account Floor for Operating Account at North Shore Bank.**

8. **Legal Issues: Mia Thibodeau**

- I. **Change of Service Policy:** Board members reviewed and discussed the revised Service Status Change Policy. Motion by **K. Kuettel** to approve as printed. Second by **J. Bowen**. Motion passed unanimously.
- II. **Debt Service Fee Letter:** Board members reviewed and discussed the draft letter. **J. Bowen** suggested this be brought back for discussion at the December meeting.
- III. **Liability Insurance (D/NSSD):** **M. Thibodeau** said reducing the coverage will reduce insurance costs annually by approximately \$500.00 - \$600.00. She will obtain an exact quote, and will email Board members when she receives it. She recommends keeping liability limits at the statutory limits.
- IV. **Election documents** have been sent in. The Board still needs to address **J. Bowen's** replacement.



9. **Engineer's Report: Jim Anklam**

- I. **1159 Old North Shore Rd:** there have been a couple of call-outs to this address that have been related to the diversion of flow during a recent rain event and the pumping down of the Knife River holding tank. During pumping, some of the systems on Old North Shore Road, including 1159, can not pump into the main line and alarms occur. We are working with Knife River and WLSSD to change the pumping protocol at the Knife River detention tank. This should improve the situation. There have been no plugging problems at 1159. At 2250 Old North Shore Rd, **J. Mason** had to do some jetting to clear a plug. Hopefully, this will not occur again after the check valve is installed.
- II. **Hydrogen Sulfide, Ryan Road/Manholes:** **J. Anklam** forwarded the Vortex system information to **Al Parrella** at WLSSD for review and comment. **Al** agreed with the design concepts of the system, but was not familiar with this exact system. **Al** suggested checking with another community that might be using the Vortex system to see if they are happy with it before moving forward. This needs more review. **Al** also agreed that the ideal solution would be to eliminate the problem rather than treat it with chemicals. **J. Anklam** will continue reporting on this matter.

- III. Check Valve Installation: the quote is less than estimated, and came in around \$6200.00. Larry Shelton has scheduled installation of the valve for this week. Ayres and NTS will work with Shelton Excavating to oversee and document installation and testing.
 - IV. Highway 61 Construction in Lake County is proceeding with realignment of the road surface on both sides of the new bridge. The realigned road will place the road surface directly over the sewer line. The District currently has an easement for the sewer line, but would want to move the line over so that it is not under the new road. **M. Thibodeau** will talk to Dan Maddy, who worked on the original easement issues. **J. Anklam** will get an estimate to move the line from Northland Construction and possibly a second contractor. It would also be proactive to install manholes and check valves at that site at the time it is moved. He will email the information to board members when received.
10. **Operations Committee: John Bowen**
- I. Flow: because of a large rain event, the District did exceed max limits. It appears that even with the amount of rainfall the total monthly flow was normal. There was discussion regarding the Knife River pumping. **J. Mason** will work with WLSSD and Knife River to resolve the problem.
 - II. Database: the D/NSSD domain is still under the wrong name. He will be working with **J. Mason** on the maintenance database. The other database (web-site) is working great.
11. **Operations Report: Eric Appelwick – NTS**
- I. Grease Sampling / FOG: the sampling has been completed and **J. Mason** sent an email to the Board with the findings. **J. Bowen** stated that the board may have to have a special meeting to review the new FOG Ordinance. The district does not want to be more restrictive. **M. Thibodeau** will do an in depth review of the Ordinance to determine what, if any, changes need to be made to the D/NSSD Ordinance.
 - II. Change of Service Request / Fee: **J. Bowen** provided a handout for review and discussion. He noted there will be no fee when it is determined the property has been abandoned by the owner. It will go to taxes. Motion by **J. Bowen** to accept fees as noted. Second by **K. Kuettel**. Motion passed unanimously. **M. Thibodeau** will email the final draft of this policy to **B. McNamara** for addition to the web site.
 - III. Knife River Bridge: discussed previously.
 - IV. Knife River Pumping: discussed previously.
 - V. New Control Box (5587 North Shore Dr.) Insurance: pictures were provided for review in the NTS packet given to all board members. **J. Mason** will get the final numbers to **M. Thibodeau** for her to review to determine if it is worth submitting a bill.
 - VI. Repaired Pump #2, Lift Station #1: this has been completed and is back in service.
 - VII: NTS cleaned the retention tank on the North Shore. Also, the rain gauges have been winterized and will be sent in for yearly maintenance going forward.

12. **New Business:**
- I. Knife River Pumping Protocol: discussed previously.
13. **Old Business:**
- I. Review of Public Meeting, October 19, 2010: K. Bovee stated the meeting went well, with many questions being answered. There was some discussion of hiring a lobbyist to obtain funding. M. Thibodeau will make some phone calls and get costs. M. A. Sironen said it may be cost effective to work with other sanitary districts with like issues.
 - II. Ricky Miles Johnson: nothing new at this time.
 - III. Todd Anderson Driveway: nothing new at this time.
 - IV. Board Member Vacancy (Duluth Township): there has been some interest but it must be someone from within the District. M.A. Sironen asked if the township representation would be changed. M. Thibodeau will check on that and follow up.
 - V. A. Nisswandt: J. Bowen researched back information regarding this issue (meeting # 119). The property is not connected to the sewer system, despite requests by the District. The property owner states that he does not have a pressurized water system, and if that is a fact, the District can not force him to connect. Board discussion followed.
14. **Other:** Nothing.
15. **Adjourn:** Motion to adjourn meeting at 9:10 am by K. Bovee. Second by K. Kuettel. Motion passed unanimously.

Minutes Approved by:

	12.21.10
Chair	Date
	
Secretary	Date

Next Meeting Date: The next meeting will be held at 7:00 am at French River Lutheran Church on December 21, 2010.