

Duluth/North Shore Sanitary District – Board of Managers

Meeting # 141 7:00 A.M. October 18, 2011

French River Lutheran Church

Board Members Present: Kevin Bovee, Dean Korri, Katie Kuettel, Angela Braud
Board Members Absent: Scott Smith
Others Present: Eric Appelwick, Mia Thibodeau, Dean Townley, Jim Bakken, John Fischer, John Bowen, Mary Ann Sironen

1. The meeting was called to order at 7:02 am.
2. **Approve Agenda:**
 - I. **K. Bovee** added the Lake County Highway 61 realignment invoice which will be discussed under the Engineer's Report. **Motion** to approve Agenda as amended by **K. Bovee**. **Second** by **D. Korri**. **Motion** passed unanimously.
3. **Meeting Minutes:**
 - I. The minutes of the regular meeting # 140, September 20, 2011, **Motion** to approve the minutes by **K. Kuettel**. **Second** by **M. Thibodeau**. **Motion** passed unanimously.
4. **Public Comment/Input:**
 - I. **M. Sironen** brought forth a question from the property committee of the French River Lutheran Church regarding certification of their abandoned grinder pump. **E. Appelwick** responded that NTS has removed all equipment. **M. Sironen** questioned whether the French River Lutheran Church has been paying the debt service fee. **M. Sironen** question why the French River Lutheran Church was currently paying fees. **E. Appelwick** responded that it is probably the parsonage fees, not their abandoned property. **M. Sironen** stated that she would notify Phil Strom that **E. Appelwick** would be contacting him regarding certification. **E. Appelwick** stated that he would email him.
5. **Communications/Correspondence:**
 - I. **E. Appelwick** made an introduction of **D. Townley**, new NTS employee.
6. **Treasurer's Report: Katie Kuettel**
 - I. **Payment of Bills:** **K. Kuettel** stated that the Treasurers duties have been delegated to her due to **S. Smith's** absence. **Motion** made by **K. Kuettel** to pay bills as presented. **Second** by **D. Korri**. **E. Appelwick** stated that a credit would appear on the next NTS invoice due to duplicate items on the invoice. **D. Korri** questioned **E. Appelwick** regarding pumps discussed in last month's meeting. **E. Appelwick** stated that two new pumps have been ordered and received. **W. W. Goetsch** is repairing the old pumps and expect them back by November.
7. **Legal Issues: Mia Thibodeau**
 - I. **M. Thibodeau** stated the resolution for Unpaid User Fee's and Debt Service Fee's, 2011 was drafted and presented to the Board. **K. Bovee** proposed that a service fee be placed on those individuals that require certification by **B. McNamara**. **M. Thibodeau** stated that she would research that possibility. **Motion** by **K. Kuettel** to approve the resolution to certify the unpaid delinquent charges and unpaid debt service charges. **Second** by **A. Braud**. **Motion** passed unanimously.
 - II. **M. Thibodeau** stated that the election resolutions to the Township were sent on 10/17/11 and will send election resolutions to the City of Duluth. **M. Thibodeau** stated that **S. Smith** is the only board member up for re-election.
 - III. **M. Thibodeau** stated that the insurance premium is subject to a \$400.00 increase and is working with the insurance agent to have it reduced or the possibility of a flat rate

renewal due to lack of claims on the policy. **M. Thibodeau** stated that the renewal date is November first and asked that the Board preliminarily approve it with the ability to look at other insurance providers if the policy proves unsatisfactory. **Motion** by **D. Korri** to preliminarily approve the insurance renewal with final reference given to the rates and charges committee. **Second** by **K. Kuettel**. **Motion** passed unanimously.

8. **Engineer's Report: Ayres and Associates, Jim Bakken**

IV. **J. Bakken** discussed the \$45,218 invoice from Lake County regarding the Highway 61 Relocation/Lake County Project. **J. Bakken** stated that he and **E. Blasing** reviewed the invoice and the work completed. **J. Bakken** stated that there was 55 cubic yards of rock excavation which equated to the \$10,000 that was not in the base bid. **J. Bakken** stated that after he and **E. Blasing** reviewed the invoice they both felt that the amount was favorable based off the numbers received. **K. Bovee** questioned work order number two on the invoice regarding the \$6000 charge that provided compensation for installation of utility conduit to supply future sanitary service to Out Lot F. **K. Bovee** also stated the amount proposed was \$41,286 and the amount invoiced was \$45,218, he said further explanation and breakdowns are needed from Lake County. **A. Braud** said it might be better to wait and see if Lake County could clarify which work was done on what District., thus making the financial responsibilities clear for each District. **M. Thibodeau** stated that **B. McNamara** could write a brief letter to **Al Goodman**, of Lake County, stating that there are pending questions thus addressing the thirty day issue. **Motion** by **A. Braud** to speak with Lake County and defer payment of the re-construction costs. **M. Thibodeau** clarified the **Motion** stating that a letter would be sent by **B. McNamara** to Lake County. **Second** by **K. Kuettel**. Discussion by **D. Korri** and **K. Bovee** reiterating the need for separate questions to Lake County including the question of the \$6000.00, what it is, what it entails, what did they charge, is any of it for Knife River Sanitary, what is Knife River Sanitary Districts portion and a payment schedule. All these to be listed in one letter. **Motion** passed unanimously.

9. **Operations Committee: John Bowen**

I. **J. Bowen** stated nothing was metered this month and the flow is still below the allocation for the month as well.

II. **E. Appelwick** stated that everything is up to date in the database. **E. Appelwick** stated that he has plans to have a list by the next board meeting for feedback. **D. Korri** questioned the previously purchased flow meters and whether there was any current data. **E. Appelwick** stated that the data is being downloaded, monitored and is continuous with both rain gauge information and pump station monitor information as well.

10. **Operations Report: NTS, Eric Appelwick**

I. **E. Appelwick** stated that NTS has not had the opportunity to do spot inspections this month due to lack of precipitation. **E. Appelwick** stated that the monitoring will continue.

II. **E. Appelwick** said the restaurant sampling was completed , he has the results and will put them in the database. **E. Appelwick** stated that the results are the same with similar to past sampling results. **K. Kuettel** questioned whether any restaurants were compliant. **E. Appelwick** responded that no restaurants met compliance with this sampling event.

III. **E. Appelwick** started discussion by stating that the yearly routine maintenance of 1/3 of the individual grinder stations have been completed. **E. Appelwick** stated that NTS has exercised all of the mainline valves in the project and took G.P.S. coordinates for each mainline valve and signified which valves are automatic or manual for reference. **E. Appelwick** stated that mainline maintenance results would be available for planning by December.

IV. **E. Appelwick** recalled earlier discussion regarding the Gardenwood and the consequent sharing of the well through some arrangement with its neighbor. **K. Bovee** questioned as to which neighbor. **E. Appelwick** responded that it was the mobile home to the left. **E. Appelwick** stated that apparently there was a water leak under the house that went on for

nearly a year. **E. Appelwick** learned from the owners of the Gardenwood that because of the leak, their water usage bills were extremely high. Consequently, the owners stated that they wanted a credit because the water wasn't their use, and was not going into the sewer system. **E. Appelwick** stated that he emailed **B. McNamara** and researched the well meter policy that was adopted in March of 2010. **E. Appelwick** stated that the policy clearly states that if it has been determined that an I/I problem exists, and is the cause of an incorrect reading, the meter reading will not be adjusted if it has been found that the I/I problem is not due to our equipment malfunction. **M. Thibodeau** asked if this is an I/I issue. **E. Appelwick** stated that it is not necessarily an I/I issue because it was not make its way into the district grinder, but rather it leaked under the house. **D. Korri** questioned as to how a credit would be determined. General discussion ensued regarding the possible determining factors available to use historical data to determine an accurate measurement of usage for crediting purposes. No clear method was determined from this discussion. **E. Appelwick** stated that their flows went from 20,000-30,000 gallons a month to 8,000 gallons after the water was shut off. **J. Bowen** questioned if there was any way for that water to get into our sewer. **E. Appelwick** stated that the water didn't appear to enter into the District's sewer line. **D. Korri** proposed discussion that possibly a preliminary number of crediting at 75% to be credited by June 2012. **M. Thibodeau** stated that the District has three months of usage since the water was shut off and questioned if it was possible to use those numbers. **E. Appelwick** stated that those numbers would be higher due to the resort re-opening. **J. Bowen** stated that he felt the customer should be contacted and informed that something will be done after the data is compiled. **E. Appelwick** suggested revisiting the issue in March or April 2012. **D. Korri** questioned if there is a governing calendar we could place that on. **M. Thibodeau** stated yes.

- V. **E. Appelwick** stated that NTS had a manhole repaired last Friday up near Don Fennessey's which is 2250 Old North Shore Road. It appeared to have been hit by a snowplow last spring
 - VI. **E. Appelwick** updated that progress on 5307 Greenwood Road has been slower due to excess rock and did not appear they were ready for the external sewer connection yet.
 - VII. **E. Appelwick** stated that NTS turned on the valve October 4th at Larry Herman's location and notified **B. McNamara** immediately. **E. Appelwick** stated that NTS will be doing a second post-installation inspection in a few weeks for familiarization with the new touch-screen, control box.
 - VIII. **E. Appelwick** recalled **S. Smiths** discussion of speaking with a local controls company to do work on the Lift Stations. **E. Appelwick** stated that he contacted Johnson Controls who informed him that the work is out of their scope and that they are currently understaffed. **E. Appelwick** stated that he will continue to look into the issue.
11. **New Business:** **M. Sironen** stated that the Lannon's are building a quad-plex and du-plex west of the Red Swan, they will be removing the two existing houses. **M. Sironen** stated that this was brought before the zoning board of Duluth Township. **M. Sironen** stated that John Kessler will be handling the paperwork. Discussion ensued with the recommendation to look into the situation.
 12. **Old Business:** **A. Braud** stated that last month it was discussed that Odyssey was developing on Stony Point and questioned if anyone has been contacted regarding this issue. **D. Korri** questioned if there have been any updates from lobbying. **J. Fisher** stated that we are still waiting for developments from the Washington, DC lobbyists.
 12. **Other: None.**
 14. **Adjourn: Motion** to adjourn meeting by **K. Bovee**. **Second** by **K. Kuettel**. **Motion** passed unanimously at 8:18 A.M.

Minutes Approved by:

 12.20.11
Chair Date

Katherine A Kuettel 12/20/2011
Secretary Date

Next Meeting Date: The next meeting will be held at 7:00 am at French River Lutheran Church on October 18, 2011.

Minutes taken by: Dean Townley
DNSSD Mtg # 141, 101811, Minutes