

Duluth/North Shore Sanitary District – Board of Managers

Meeting # 155 7:00 A.M. December 18, 2012

French River Lutheran Church

Board Members Present: Kevin Bovee, Scott Smith, Angela Braud, Katie Kuettel
Board Members Absent: Dean Korri,
Others Present: Mia Thibodeau, Eric Appelwick, Tom Pfeffer, Casey Werner

1. The meeting was called to order at 7:06 A.M. by **K. Bovee**.
2. **Approve Agenda:**
 - I. Additions to the agenda under Legal Issues by M. Thibodeau, letter responses to Mr. Nisswandt and Mr. Peterson by **M. Thibodeau**. Additions to the agenda under Communications/Correspondence, oath of allegiance for D/NSSD, by **K. Bovee**. **Motion** to approve Agenda as amended by **S. Smith**. **Second** by **K. Kuettel**. **Motion** passed unanimously.
3. **Meeting Minutes:**
 - I. The minutes of the regular meeting #153, October 16, 2012, **Motion** to approve the minutes by **K. Kuettel**. **Second** by **S. Smith**. **Motion** passed unanimously. **Table** the meeting minutes #154, November 20, 2012 by **K. Kuettel**. **Second** by **S. Smith**. **Motion** passed unanimously.
4. **Public Comment/Input:** None
5. **Communications/Correspondence:**
 - I. Change of Status Policy. **E. Appelwick** stated Pete Ongstad's and Antonio Casa DeCalvo's properties both qualify for abandonment. **Motion** to approve both abandonments, Mr. Ongstad and Mr. Casa DeCalvo, by **S. Smith**. **Second** by **K. Kuettel**. **Motion** passed unanimously.
 - II. **K. Bovee** signed and submitted his oath of allegiance form.
6. **Treasurer's Report: Scott Smith**
 - I. **S. Smith** stated not all of the Board members are on the signature card at the bank; **A. Braud** and **D. Korri** are currently not on the list. **S. Smith** will investigate.
 - II. **S. Smith** presented an invoice from Bruce Berg regarding the hosting of the website. The payment of the invoice has been postponed until more clarification of cost has been explained.
 - III. **Motion** to pay the monthly bills as presented for \$52,327.39 by **S. Smith**. **Second** by **K. Kuettel**. **Motion** passed unanimously.
 - IV. **S. Smith** stated KRLSD is requesting further accounting information of costs for D/NSSD.
7. **Legal: Fryberger, Mia Thibodeau**
 - I. **M. Thibodeau** stated the abandonment policy letters were sent to residents that may qualify for this policy. **M. Thibodeau** also discussed the letters drafted to Jared Peterson and Knute Nisswandt with follow up language about the abandonment policy.

- II. **M. Thibodeau** discussed policy language regarding what the distances are for building near District utilities and what may be acceptable. The easement currently states that no permanent fixture can be placed within 10 feet of either side of the sewer lines and grinder basin. If any permanent structures are in the easement and are not approved, they will have to be removed by the homeowner and at their expense. Proposed moveable structures will be reviewed on a case by case basis by the Board. **Motion** to approve the new policy as amended by **S. Smith**. Second by **A. Braud**. **Motion** passed unanimously.
 - III. **M. Thibodeau** presented the resolution to approve the ordinances that were recently amended by the Board. Ordinance 3 was amended in October and Ordinance 1 was amended in November. **Motion** to publish the Ordinance changes, in summary by **K. Kuettel**. Second by **S. Smith**. **Motion** passed unanimously. The summary will be published in the Duluth News Tribune.
8. **Engineer's Report: Ayres and Associates, Tom Pfeffer, Casey Werner**
- I. **T. Pfeffer** introduced Casey Werner to the Board. **C. Werner** discussed the repairs at lift station #1. The repairs were completed by Superior Construction the last week of November. The pump was reinstalled by W.W. Goetsch. The system is restored and running normally.
 - II. **T. Pfeffer** stated he has discussions with the Minnesota Department of Health regarding the Furlong property. The department is still determining how to resolve the setbacks of the well and sewer lines.
 - III. **C. Werner** discussed his research regarding the odor control options and requirements to address issues at Ryan Road.
9. **Operations Committee: Dean Korri**
- I. None
10. **Operations Report: NTS, Eric Appelwick**
- I. **E. Appelwick** stated NTS insulated the grinder station lid at 9415 Congdon Boulevard.
 - II. **E. Appelwick** stated Agate Electric moved the working odor control fan motor from 47th Avenue East to Ryan Rd, inspected the heat traces on the Talmadge River and will fix or replace the failed heater in lift station 1.
 - III. **E. Appelwick** stated he will utilize the quote from Sy/Com to update the lift stations and review why an alarm condition 3 exists in both lift stations 1 and 2. Although they appear to be operating properly.
11. **New Business:**
- I. The Board discussed the upcoming newsletter.
12. **Old Business: None.**
13. **Other: None.**
14. **Adjourn: Motion** to adjourn meeting by **K. Bovee**. Second by **S. Smtih**. **Motion** passed unanimously at 8:10 A.M.

Minutes Approved by:

Sam J. Powell 1-15-13
Chair Date

Katherine A Kuetter 1/15/2013
Secretary Date

Next Meeting Date: The next meeting will be held at 7:00 am at French River Lutheran Church on January 15th.

Minutes taken by: Eric Appelwick
DNSSD Mtg # 155, 121812, Minutes