

Duluth/North Shore Sanitary District – Board of Managers

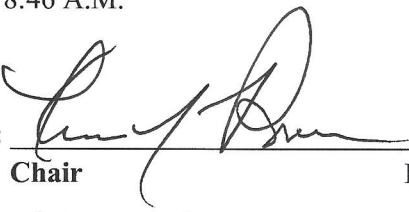
Meeting # 165 7:00 A.M October 15, 2013

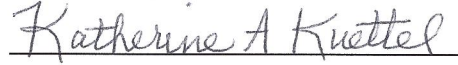
French River Lutheran Church

Board Members Present: Scott Smith, Kevin Bovee, Angela Braud, Katie Kuettel, Dean Korri
Board Members Absent: None.
Others Present: Eric Appelwick, Zach Meyers, Mia Thibodeau, Cherie Johnson

1. The meeting was called to order at 7:05 A.M. by **K. Bovee**.
2. **Approve Agenda:**
 - I. **S. Smith** requested an addition to the agenda. **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 #164, September 17, 2013, **Motion** to approve the minutes by **K. Kuettel. Second** by **D. Korri. Motion** passed unanimously.
4. **Public Comments/Input: None.**
5. **Communications/Correspondence:**
 - I. **C. Johnson** explained her Change in Service Request. A sewer basin had been installed on the business property but there is not a water service connection. **C. Johnson** explained that they do not intend to put water in but they are still being charged the debt service fee for the business property. **Motion** by **S. Smith** to approve the request for abandonment along with waiving the fee, and to decertify the 2012 and 2013 debt service fee. The 2014 debt service fee is to be removed from the tax certification list. **Second** by **D. Korri**. After discussion, **Motion** passed unanimously.
 - II. A request from the Lake Breeze Motel to waive the monthly user fee until they are hooked up again. **E. Appelwick** will contact Lake Breeze about fees for inactivating and activating the account.
6. **Treasurer's Report: Scott Smith**
 - I. **Motion** by **S. Smith** to pay the bills as presented in the amount of \$36,879.77. **Second** by **D. Korri**. After discussion, **Motion** passed unanimously.
 - II. **K. Kuettel** mentioned that the Knife River balance is \$84,054.
 - III. **S. Smith** stated that the 2012 audit entrance meeting has taken place and D/NSSD is formally under audit for 2012.
 - IV. **S. Smith** stated that the 2014 hookup fee will be reviewed again.
 - V. **S. Smith** stated that the 2014 WLSSD budgeted charges for the Duluth North Shore Sanitary District are \$43,752 annually and \$3,646 monthly, same as 2013.
7. **Legal Issues: Fryberger, Mia Thibodeau**
 - I. **Motion** by **D. Korri** to approve the resolution certifying past due user fees. **Second** by **S. Smith**. After discussion, **Motion** passed unanimously.
 - II. **M. Thibodeau** stated that **D. Korri, K. Kuettel, and A. Braud** have agreed to renew their terms as Board members. The resolution will be sent to the towns and City this month.
8. **Engineer's Report: Ayres and Associates: None.**
9. **Operations Committee:**
 - I. **E. Appelwick** mentioned that he has been in contact with Shelton Excavating about attaching a stand pipe in the manhole at Ryan Road. Shelton Excavating is working on designing a pipe that can be easily removed in an emergency situation.

10. **Operations Report: PeopleService, Eric Appelwick**
I. **E. Appelwick** discussed a call out to Lift Station 2.
II. **E. Appelwick** discussed a proposed sewer connection at 7925 Congdon Blvd. **Motion** to approve the proposed sewer connection at 7925 Congdon Blvd. by **K. Kuettel**. **Second** by **S. Smith**. After discussion, **Motion** passed unanimously.
III. **E. Appelwick** mentioned the PeopleService contract is still being reviewed.
IV. **E. Appelwick** stated that the sewer lines from the buildings to the grinder basins at Gardenwood have been replaced.
11. **New Business: None.**
12. **Old Business: None.**
13. **Adjourn: Motion** to adjourn meeting by **K. Bovee**. **Second** by **S. Smith**. **Motion** passed unanimously at 8:46 A.M.

Minutes Approved by:  12.17.13
Chair Date

 12/17/2013
Secretary Date

Next Meeting Date: The next meeting will be held at 7:00 am at French River Lutheran Church on November 19th.

Minutes taken by: Zach Meyers
DNSSD Mtg # 165, 101513, Minutes