

Duluth/North Shore Sanitary District – Board of Managers

Meeting # 167 7:00 A.M December 17th, 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, Casey Werner

1. The meeting was called to order at 7:05 A.M. by **K. Bovee**.
2. **Approve Agenda:**
 - I. **Motion** to approve Agenda as amended by **K. Kuettel**. **Second** by **S. Smith**. **Motion** passed unanimously.
3. **Meeting Minutes:**
 - I. The minutes of the regular meeting #165, October 15th, 2013, **Motion** to approve the minutes by **K. Kuettel**. **Second** by **D. Korri**. **Motion** passed unanimously.
 - II. The minutes of the regular meeting #166, November 19th, 2013, **Motion** to approve the minutes by **K. Kuettel**. **Second** by **S. Smith**. **Motion** passed unanimously.
4. **Public Comments/Input: None.**
5. **Communications/Correspondence: None.**
6. **Treasurer's Report: Scott Smith**
 - I. **S. Smith** stated that the 2012 audit has been approved by the State Auditor.
 - II. **Motion** by **S. Smith** to approve the monthly payables in the amount of \$29,731.58. **Second** by **D. Korri**. **Motion** passed unanimously.
 - III. **K. Kuettel** mentioned that the Knife River accounts receivable balance is \$95,238 or 81.54% of the total for the month.
 - IV. The lawsuit against Knife River has a February court date. **K. Bovee** and B. McNamara have been deposed.
7. **Legal Issues: Fryberger, Mia Thibodeau**
 - I. **M. Thibodeau** stated that the revisions for Ordinance #3 include the monthly user fee, the debt service fee, and the removal of the 3% yearly increase on the hookup fee.
 - II. **Motion** by **K. Kuettel** to approve the changes to Ordinance #3. **Second** by **S. Smith**. **Motion** passed unanimously.
 - III. **Motion** by **S. Smith** to adopt the 2014 hookup fee at \$26,000. **Second** by **D. Korri**. After discussion, **Motion** passed unanimously.
 - V. **M. Thibodeau** stated she will draft a letter for State Senator Thomas Bakk, for the Board to review. **Motion** by **S. Smith** to contact Senator Bakk, who will contact the PFA. **Second** by **D. Korri**. After discussion, **Motion** passed unanimously. The District has the second highest debt per capita in the State.
 - VI. **M. Thibodeau** discussed some changes to the PeopleService contract. **Motion** by **K. Kuettel** to extend the existing PeopleService contract to the next meeting date. **Second** by **S. Smith**. After discussion, **Motion** passed unanimously.
8. **Engineer's Report: Ayres and Associates, Casey Werner**
 - I. **C. Werner** updated the status of 5664 North Shore Drive where the grinder basin will be moved.
 - II. **C. Werner** updated the status of 7925 Congdon Blvd. No sewer lines are in place yet.
 - III. **Motion** by **S. Smith** to extend the Ayres and Associates contract 30 days. **Second** by **D. Korri**. **Motion** passed unanimously.

9. **Operations Committee: None.**

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

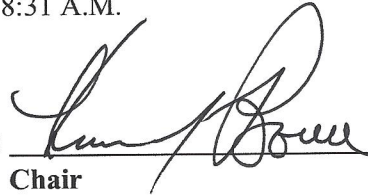
- I. **E. Appelwick** mentioned that Shelton Excavating is still reviewing the Ryan Road manhole project.
- II. **E. Appelwick** reported that the pressure line at 5127 North Shore Drive developed a leak. Shelton Excavating was able to cap the line.
- III. **E. Appelwick** mentioned that call outs have slowed down. There have been no freezing lines.

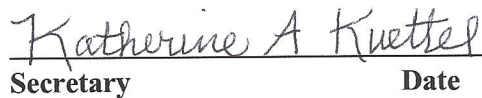
11. **New Business: None.**

12. **Old Business: None.**

13. **Adjourn: Motion** to adjourn meeting by **K. Bovee**. **Second** by **S. Smith**. **Motion** passed unanimously at 8:31 A.M.

Minutes Approved by:

 3.18.14
Chair Date

 3/18/2014
Secretary Date

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

Minutes taken by: Zach Meyers
DNSSD Mtg # 167, 121713, Minutes