

Duluth/North Shore Sanitary District – Board of Managers

Meeting # 168 7:00 A.M January 21, 2014

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, Disa Wahlstrand, Nathan Woolever

1. The meeting was called to order at 7:04 A.M. by **K. Bovee**.
2. **Approve Agenda:**
 - I. **Motion** to approve Agenda as amended by **K. Kuettel**. **Second** by **D. Korri**. **Motion** passed unanimously.
3. **Meeting Minutes:**
 - I. The minutes of the regular meeting #167, December 17th, 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. **M. Thibodeau** stated that the letter regarding the PFA loan has been sent to State Senator Thomas Bakk.
6. **Treasurer's Report: Scott Smith**
 - I. **Motion** by **S. Smith** to approve the monthly payables in the amount of \$65,207.57 which included the PFA interest only payment of \$34,670.57. **Second** by **K. Kuettel**. **Motion** passed unanimously.
 - II. **K. Kuettel** mentioned that the Knife River accounts receivable balance is \$106,421 or 71.78% of the total for the month.
 - III. **A. Braud** explained her work on the debt projection. After discussion, the Board decided to address the issue again at the June meeting. **Motion** by **A. Braud** to void the check for prepayment of the PFA loan. **Second** by **K. Kuettel**. **Motion** passed unanimously.
7. **Legal Issues: Fryberger, Mia Thibodeau**
 - I. **M. Thibodeau** reviewed the PeopleService contract. **Motion** by **S. Smith** to approve the PeopleService contract as presented. **Second** by **K. Kuettel**. **Motion** passed unanimously.
 - II. **M. Thibodeau** administered the oath of office to **A. Braud**, **K. Kuettel**, and **D. Korri**. **Motion** by **A. Braud** to approve the elected officials. **Second** by **D. Korri**. **Motion** passed unanimously.
8. **Engineer's Report: Ayres and Associates, Disa Wahlstrand, Nathan Woolever**
 - I. **D. Wahlstrand** updated that she has been in contact with Shelton Excavating on the status of moving the grinder basin at 5664 North Shore Drive. Due to the weather the basin has not been moved yet.
 - II. **D. Wahlstrand** updated the status of 7925 Congdon Blvd. No sewer lines are in place yet.
 - III. **D. Wahlstrand** discussed sending out requests for qualifications to other engineering firms.
 - IV. **Motion** by **K. Kuettel** to approve the supplement to the Ayres contract for 2014. **Second** by **S. Smith**. **Motion** passed unanimously.

9. **Operations Committee:**

- I. **D. Korri** discussed the Board's request for District records from Ayres and Associates, since they are closing their Duluth office by the end of April.

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

- I. **E. Appelwick** stated the need to order odor control media. **Motion** by **K. Kuettel** to approve purchase of odor control media. **Second** by **D. Korri**. **Motion** passed unanimously.
- II. **E. Appelwick** discussed the draft of the DNSSD reference sheet for new connections.
- III. **E. Appelwick** mentioned that 5127 North Shore Drive will be on line soon. Agate Electric will be running temporary wires.

11. **New Business: None.**

12. **Old Business: None.**

13. **Adjourn: Motion** to adjourn meeting by **K. Bovee**. **Second** by **D. Korri**. **Motion** passed unanimously at 9:10 A.M.

Minutes Approved by:

Lucy Bovee 2-18-14
Chair Date

Katherine A Kuettel 2/18/2014
Secretary Date

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

Minutes taken by: Zach Meyers
DNSSD Mtg # 168, 012114, Minutes