

# Duluth/North Shore Sanitary District – Board of Managers

Meeting # 171 7:00 A.M April 15, 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, Mary Ann Sironen

1. The meeting was called to order at 7:01 A.M. by **K. Bovee**.
2. **Approve Agenda:**
  - I. **Motion** to approve Agenda by **D. Korri**. **Second** by **S. Smith**. **Motion** passed unanimously.
3. **Meeting Minutes:**
  - I. The minutes of the regular meeting #170, March 18th, 2014, **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. **Motion** by **S. Smith** to approve the monthly payables in the amount of \$46,713.98. **Second** by **D. Korri**. **Motion** passed unanimously.
  - II. **S. Smith** discussed the status of the Knife River litigation. The trial was April 9 and 10. Final briefs must be submitted to the judge by May 1.
  - III. **S. Smith** discussed the WIPFLI proposal. The Rates and Charges Committee recommended accepting the WIPFLI proposal for the annual audit in years 2013, 2014, and 2015. **Motion** by **D. Korri** to accept the WIPFLI proposal. **Second** by **A. Braud**. After discussion, **Motion** passed unanimously.
7. **Legal Issues: Fryberger, Mia Thibodeau:**
  - I. **M. Thibodeau** presented the Policy on Construction within Easement Area. The policy lists installations that do not require prior consent from the Board. **Motion** by **S. Smith** to approve the policy as presented. **Second** by **K. Kuettel**. **Motion** passed unanimously.
8. **Engineer's Report: Ayres and Associates, Disa Wahlstrand**
  - I. **D. Korri** discussed the email that D. Wahlstrand sent to the Operations Committee regarding the engineering firms' interviews.
9. **Operations Committee:**
  - I. The Board discussed the interviews and engineer proposals from MSA, Krech Ojard, and TKDA.
  - II. The Operations Committee recommended hiring MSA as the District's engineering firm. **Motion** by **S. Smith** to hire MSA as the District's engineering firm. **Second** by **K. Kuettel**. **Motion** passed unanimously.
10. **Operations Report: PeopleService, Eric Appelwick**
  - I. **E. Appelwick** discussed the problem with the level sensor at the Detention Storage Facility.
  - II. **E. Appelwick** discussed the commercial CAF billing system.
  - III. **E. Appelwick** stated the first diversion of flow this year started on 4/9/14 and ended 4/11/14.

- IV. **E. Appelwick** stated that the new UPSes have been installed in the main lift stations and are working properly.
- V. **E. Appelwick** updated the status of the frozen line on Greenwood Road. It is currently still frozen and the two properties that are affected are on a pumping schedule.
- VI. **E. Appelwick** discussed the construction at 5103 North Shore Drive. **M. Thibodeau** discussed the easement on the property.
- VII. **E. Appelwick** stated that no issues associated with I&I have occurred yet with the spring melt. Call outs have been less than previous years.
- VIII. **E. Appelwick** explained the new air relief valves that PeopleService has been installing in grinder basins that have had air bounding issues. The new valves have been working and reducing air bounding call outs significantly.

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 8:45 A.M.

Minutes Approved by:  5.20.14  
**Chair** **Date**

Katherine A Kuettel 5/20/2014  
**Secretary** **Date**

**Next Meeting Date:** The next meeting will be held at 7:00 am at French River Lutheran Church on May 20th.

Minutes taken by: Zach Meyers  
 DNSSD Mtg # 171, 041514, Minutes