

Duluth/North Shore Sanitary District – Board of Managers

Meeting # 188 7:00 A.M September 15, 2015

French River Lutheran Church

Board Members Present: Scott Smith, Kevin Bovee, Katie Kuettel, Angela Braud
Board Members Absent: Dean Korri
Others Present: Zach Meyers, Eric Appelwick, Mia Thibodeau, Joe Jurewicz, Wendy Gustofson, Sandy Lewis, Rondi Erickson

1. The meeting was called to order at 7:00 A.M. by **K. Bovee**.
2. **Approve Agenda:**
 - I. **Motion** to approve Agenda by **K. Kuettel**. **Second** by **S. Smith**. **Motion** passed unanimously.
3. **Meeting Minutes:**
 - I. The minutes of the regular meeting #187, August 18, 2015, **Motion** to approve the minutes by **K. Kuettel**. **Second** by **S. Smith**. **Motion** passed unanimously.
4. **Public Comments/Input:**
 - I. Sandy Lewis stated they are in the process of drafting a final plan for the Nokomis property. **Motion** by **S. Smith** to approve no additional hookup fee beyond actual hook up costs of construction, engineering, and legal for the Nokomis property. **Second** by **K. Kuettel**. **Motion** passed unanimously.
5. **Communications/Correspondence:**
 - I. **K. Kuettel** presented a draft newsletter. **Motion** by **S. Smith** to approve the content of the newsletter. **Second** by **A. Braud**. **Motion** passed unanimously. The newsletter will be mailed with the Debt Service notices.
6. **Treasurer's Report: Scott Smith**
 - I. **Motion** by **S. Smith** to approve the monthly payables in the amount of \$35,753.74. **Second** by **K. Kuettel**. **Motion** passed unanimously.
 - II. **S. Smith** discussed proposed bill backs for a plugged pump at 5160 Lower Peterson Road in the amount of \$239.91 and the annual grease cleaning at New Scenic Café in the amount of \$1,435.05. **Motion** by **S. Smith** to approve both bill backs. **Second** by **A. Braud**. **Motion** passed unanimously.
 - III. The Board will discuss the 2016 Hookup Fee at the October meeting. The Operations Committee will review the restructuring of the fee.
 - IV. **Motion** by **S. Smith** to approve the 2016 Budget as proposed with a \$75.00 per month charge and \$1,000.00 annual debt service fee. **Second** by **A. Braud**. **Second** by **A. Braud**. **Motion** passed unanimously.
 - V. **Motion** by **S. Smith** to approve the past due user fee mailing list. **Second** by **A. Braud**. **Motion** passed unanimously. The mailings were sent in early September.
7. **Legal Issues: Fryberger, Mia Thibodeau:**
 - I. **K. Bovee** stated that the District has been served regarding the Greshowak property.
8. **Engineer's Report: MSA, Joe Jurewicz:**
 - I. **J. Jurewicz** discussed the Ryan Road manhole repair. The scope will be presented at the October meeting.

9. **Operations Committee: Dean Korri:**
- I. **E. Appelwick** discussed the quote for the repairs at the Detention Storage Facility.
 - II. **E. Appelwick** discussed the bolt replacement at the main lift stations. A quote for repair will be requested.
 - III. **E. Appelwick** discussed the repair of the fencing at Lift Station 1. The Operations Committee recommended authorizing AAA Fencing to make the repairs.
10. **Operations Report: PeopleService, Eric Appelwick**
- I. **E. Appelwick** discussed the gravity line at 7021 East Superior Street. **Motion** by **S. Smith** to authorize that the repair be coded as Capital Improvement. **Second** by **K. Kuettel**. **Motion** passed unanimously.
 - II. **E. Appelwick** discussed odor control media. **Motion** by **S. Smith** to approve ordering odor control media based on the recommendation of the Operations Committee. **Second** by **K. Kuettel**. **Motion** passed unanimously.
11. **New Business:** None.
12. **Old Business:**
- I. Commercial CAF Billing Options- Pending
 - II. Easements on the Database- Pending
 - III. Outside Funding/ Debt Relief- Pending
13. **Adjourn: Motion** to adjourn meeting by **K. Bovee**. **Second** by **K. Kuettel**. **Motion** passed unanimously at 8:33A.M.

Minutes Approved by:  10-20-15
 Chair Date

Katherine A Kuettel 10/20/2015
 Secretary Date

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

Minutes taken by: Zach Meyers
 DNSSD Mtg # 188, 091515, Minutes