

Duluth/North Shore Sanitary District – Board of Managers

Meeting # 193 7:00 A.M February 16, 2016

French River Lutheran Church

Board Members Present: Scott Smith, Kevin Bovee, Katie Kuettel, Angela Braud, Dean Korri.
Board Members Absent: None
Others Present: Mia Thibodeau, Jay Crilley, Terri Walsh, Wendy Gustofson.

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 **D. Korri**. **Motion** passed unanimously.
3. **Approved Minutes:**
 - I. The minutes of the regular meeting #192, January 19, 2016, **Motion** to approve the minutes by **K. Kuettel**. **Second** by **S. Smith**. **Motion** passed unanimously.
4. **Public Comments/Input:** None
5. **Communications/Correspondence:**
 - I. **Motion** by **D. Korri** to send a letter from the Board in support of WLSSD's request for funding from the Minnesota State Legislature. Chair **K. Bovee** will write letter. **Second** by **K. Kuettel**. **Motion** passed unanimously.
6. **Treasurer's Report: Scott Smith:**
 - I. **Motion** by **S. Smith** to approve the monthly payables for \$31,137.93 **Second** by **K. Kuettel**. **Motion** passed unanimously.
 - II. **Motion** by **S. Smith** to recommend new bill back to Collette Wolf in amount of \$99.18 for service on January 7th, 2016 for new total of \$692.56. **Second** by **K. Kuettel**. **Motion** passed unanimously.
 - III. **Motion** by **S. Smith** to approve **K. Bovee's** letter to PFA regarding the required Wastewater Infrastructure Fund. **Second** by **A. Braud**. **Motion** passed unanimously. All Board members signed the signature forms for the new account.
 - IV. **K. Kuettel** and **A. Braud** met to discuss billing functions. Three options were presented, 1) continue with Becky McNamara at FiOp, 2) hire a local accounting firm, and 3) separate billing functions. The Board discussed the pros and cons and costs of the options. **Motion** by **S. Smith** to accept FiOp's proposal, pending legal and Board review of an annual contract. **Second** by **A. Braud**. **Motion** passed unanimously.
7. **Legal Issues: Fryberger, Mia Thibodeau:**
 - I. **M. Thibodeau** stated the Minnesota ID number has lapsed. The District was unable to register for sales and use tax filings. **Motion** by **K. Kuettel** to reinstate and register the District for sales and use tax filings with the Minnesota Department of Revenue. **Second** by **A. Braud**. **Motion** passed unanimously.
 - II. **M. Thibodeau** discussed outside funding and debt relief. Legislation has been drafted and will be introduced at start of the session. Kevin Walli is optimistic about the support for the bill.
 - III. **M. Thibodeau** said the renewal for directors and officers insurance is due. **Motion** by **D. Korri** to approve the renewal of directors and officers insurance application for \$1325. **Second** by **S. Smith**. **Motion** passed unanimously.
8. **Engineer's Report: MSA, Dean Korri:**
 - I. **D. Korri** discussed the Ryan Road project. The bid was higher than what the District budgeted. Joe Jurewicz will continue monitoring the project.


9. **Operations Committee Report: Dean Korri:**
 - I. **D. Korri** discussed the MRWA lateral televising. **M. Thibodeau** has asked Joe Jurewicz to see if the District could televise 15 to 20 more residences.
 - II. **D. Korri, J. Crilley,** and Joe Jurewicz attended a meeting at WLSSD regarding the I + I report.

10. **Operations Report: PeopleService: Jaymes Crilley:**
 - I. **J. Crilley** discussed six minor call outs during the month.

11. **New Business:** None

12. **Old Business:**
 - I. **D. Korri** discussed 47th Avenue East/Superior Street Building. Will again contact the City of Duluth in the spring.
 - II. Easements on the database
 - III. Commercial CAF billing options

13. **Adjourn: Motion** to adjourn meeting by **K. Bovee. Second** by **A. Braud. Motion** passed unanimously at 8:47A.M.

Minutes Approved by:  3.15.16
Chair **Date**

Katherine A Kuettel 15 March 2016
Secretary **Date**

Next Meeting Date: The next meeting will be held at 7:00 am at French River Lutheran Church on Tuesday March 15th.

Minutes taken by: Terri Walsh
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