

# Duluth/North Shore Sanitary District – Board of Managers

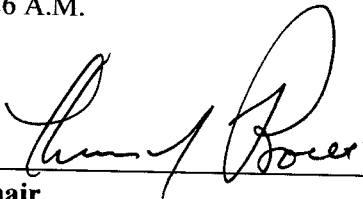
Meeting # 201 7:00 A.M October 18, 2016

French River Lutheran Church

Board Members Present: Scott Smith, Kevin Bovee, Katie Kuettel, Dean Korri.  
Board Members Absent: Angela Braud.  
Others Present: Mia Thibodeau, Jay Crilley, Terri Walsh, Joe Jurewicz,  
Wendy Gustofson, Nelson Thomas, Bill Weckman, Jim Suchan,  
Pat Suchan.

1. The meeting was called to order at 7:00 A.M. by **K. Bovee**.
2. **Approve Agenda:**
  - I. **Motion** to approve Agenda by **S. Smith**. **Second** by **K. Kuettel**. **Motion** passed unanimously.
3. **Approved Minutes:**
  - I. The minutes of the regular meeting #200, September 20, 2016, **Motion** to approve the minutes by **K. Kuettel**. **Second** by **S. Smith**. **Motion** passed unanimously.
4. **Public Comments/Input:**
  - I. **J. Jurewicz** stated the bill for Tom's Logging Camp was \$2,200 for a hot patch to fill in the rut. **Motion** by **D. Korri** to accept MSA's recommendation to have the District pay for the repair with a waiver of any future liability. **Second** by **K. Kuettel**. **Motion** passed unanimously. **M. Thibodeau** will send a letter to **B. Weckman** for signature.
  - II. **N. Thomas** discussed the annual debt service fee bill that was sent to residents recently.
5. **Communications/Correspondence:** None
6. **Treasurer's Report: Scott Smith:**
  - I. **Motion** by **S. Smith** to approve the monthly payables for \$38,527.44. **Second** by **K. Kuettel**. **Motion** passed unanimously.
  - II. **S. Smith** stated Becky McNamara with FiOp will be giving her 60 days notice to terminate her current contract effective December 31, 2016. **Motion** by **S. Smith** to authorize Angela Braud and **K. Kuettel** to update the RFP for the finance position, review the options for the finance and customer service positions, and make recommendations to the Board. The new position will be filled by January 1<sup>st</sup>, 2017. **Second** by **D. Korri**. **Motion** passed unanimously.
7. **Legal Issues: Fryberger, Mia Thibodeau:**
  - I. **M. Thibodeau** presented the applicant resolution to apply for the DEED grant. **Motion** by **S. Smith** to authorize the application for the grant. **Second** by **K. Kuettel**. **Motion** passed unanimously.
  - II. **M. Thibodeau** presented the resolution certifying unpaid and delinquent charges and unpaid debt service charges. **Motion** by **K. Kuettel** to approve the resolution. **Second** by **S. Smith**. **Motion** passed unanimously.
  - III. **M. Thibodeau** discussed the Board terms expiring for Angela Braud, **D. Korri**, and **K. Kuettel**.
  - IV. **M. Thibodeau** discussed the insurance renewal. **Motion** by **K. Kuettel** to approve the insurance renewal policy from November 1<sup>st</sup>, 2016 to November 1<sup>st</sup>, 2017 and authorize payment of \$11,467. **Second** by **S. Smith**. **Motion** passed unanimously.

8. **Engineer's Report: MSA, Joe Jurewicz:**
  - I. **J. Jurewicz** discussed the Short Term Action Request approved by the Governor's Council to televise the gravity sewer lines by the end of June 2017.
9. **Operations Committee Report: None**
10. **Operations Report: PeopleService: Jaymes Crilley:**
  - I. **J. Crilley** discussed the cause/effect database that shows call outs for 2015 and 2016. He will send a copy to Board members.
  - II. **J. Crilley** ordered odor control media for two change outs.
  - III. **J. Crilley** discussed 2250 Old North Shore Road. He released air from the force main via the air relief valve in the manhole near McQuade Road. This seems to help the problem.
  - IV. **J. Crilley** discussed 5527 North Shore Drive where he had to replace the pump due to failed windings in the old pump. A confined space permit was needed to attach the chain to the pump. **J. Crilley** needs more pumps for inventory. **Motion** by **D. Korri** to authorize PeopleService to order three new pumps. **Second** by **K. Kuettel**. **Motion** passed unanimously.
  - V. **J. Crilley** stated the telephone line has been buried.
  - VI. **J. Crilley** indicated that a change of service request is coming for 5445 North Shore Drive.
11. **New Business: None**
12. **Old Business:**
  - I. Commercial CAF billing options
13. **Adjourn: Motion** to adjourn meeting by **K. Bovee**. **Second** by **K. Kuettel**. **Motion** passed unanimously at 8:26 A.M.

Minutes Approved by:  11-15-16  
 Chair Date

Katherine A Kuettel 11/15/2016  
 Secretary Date

**Next Meeting Date:** The next meeting will be held at 7:00 am at French River Lutheran Church on Tuesday November 15<sup>th</sup>.