

Duluth/North Shore Sanitary District – Board of Managers

Meeting # 200 7:00 A.M September 20, 2016

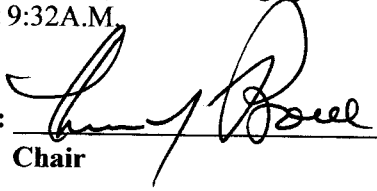
French River Lutheran Church

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, Joe Jurewicz,
Becky McNamara, Bill Weckman, John Fischer

1. The meeting was called to order at 7:02 A.M. by **K. Bovee**.
2. **Approve Agenda:**
 - I. **Motion** to approve Agenda as amended by **S. Smith**. **Second** by **D. Korri**. **Motion** passed unanimously.
3. **Approved Minutes:**
 - I. The minutes of the regular meeting #199, August 16, 2016, **Motion** to approve the minutes by **K. Kuettel**. **Second** by **S. Smith**. **Motion** passed unanimously.
4. **Public Comments/Input: John Fischer, Bill Weckman (Tom's Logging Camp):**
 - I. **J. Fischer** asked about the legislative appropriation. **M. Thibodeau** stated the grant has been appropriated. The funds will be available for distribution soon.
 - II. **B. Weckman** discussed a swell that developed on top of the pipe across the front of his driveway. **J. Jurewicz** stated he had one of his engineers look at it. The culvert is crushed. **B. Weckman** would like the District to flatten his driveway. The Board will review this at the October meeting.
5. **Communications/Correspondence:**
 - I. **K. Kuettel** will have the Fall Newsletter ready to include in the October mailing.
 - II. **M. Thibodeau** stated she has the final form from FEMA that needs to be signed.
6. **Treasurer's Report: Scott Smith:**
 - I. **Motion** by **S. Smith** to approve the monthly payables for \$30,525.66. **Second** by **K. Kuettel**. **Motion** passed unanimously.
 - II. **Motion** by **S. Smith** to approve the WIPFLI proposal for audit years 2016, 2017, and 2018 in the amounts not to exceed \$8,300, \$8,600, and \$8,900 respectively. **Second** by **D. Korri**. **Motion** passed unanimously.
 - III. **B. McNamara** discussed the 2017 budget and how it affects the monthly operating fee and the annual Debt Service Fee. **Motion** by **K. Kuettel** to approve 2017 budget. **Second** by **S. Smith**. **Motion** passed unanimously. **Motion** by **S. Smith** to approve the \$75 monthly fee and \$950 Debt Service Fee for 2017. **Second** by **A. Braud**. **Motion** passed unanimously.
 - IV. **K. Kuettel** discussed bill backs for New Scenic Café and Clearwater Grille. **Motion** by **S. Smith** to approve bill backs. **Second** by **K. Kuettel**. **Motion** passed unanimously.
 - V. **Motion** by **S. Smith** to approve the mailing of notices of the preliminary certification list for past due accounts. **Second** by **K. Kuettel**. **Motion** passed unanimously.
7. **Legal Issues: Fryberger, Mia Thibodeau:**
 - I. **K. Bovee** stated that he sent Knife River Larsmont Sanitary District's 2017 monthly rate notice via email.

7. **Legal Issues: Fryberger, Mia Thibodeau: continued**
- II. **M. Thibodeau** discussed the process that will occur to distribute the \$1,220,000 appropriated by the Minnesota Legislature to the Public Facilities Authority (PFA) for a grant to the Duluth North Shore Sanitary District. The District will enter into a grant agreement with the Minnesota Department of Employment and Economic Development (DEED) pursuant to which the funds will be distributed to the PFA. **M. Thibodeau** stated that she anticipates receiving the grant application and grant agreement from Gerald Werner at DEED this month.
 - III. **M. Thibodeau** discussed the Summons and Complaint received from the Lewis Group relating the Torrens Registration Proceeding. The Summons and Complaint was sent to the District because the District has an interest in the property being registered because the proceedings could affect the Construction and Permanent Pipeline Easement Agreement recorded as Document Nos.936655 and 945292. **M. Thibodeau** explained that the Lewis Group was asking the District to accept service of the lawsuit by signing an acknowledgement of service. **M. Thibodeau** explained that attorney Dehlia C.J. Seim of Fryberger is working on this matter and has confirmation from the attorney for Lewis Group (Huck Andresen, Hanft Fride, P.A.), that nothing is being done to adversely impact the easements, but more documentation will follow. **Motion** by **A. Braud** to authorize the acknowledgment of service of the lawsuit. **Second** by **S. Smith**. **Motion** passed unanimously.
8. **Engineer's Report: MSA, Joe Jurewicz:**
- I. **J. Jurewicz** said MSA smoke tested 8511 Congdon Boulevard where all the drain tile is connected to the grinder basin and 8915 Congdon Boulevard that appears to have a cracked or broken 4" gravity pipe.
 - II. New connection application at 9101 East Superior Street. **Motion** by **S. Smith** to approve the application pending final approval by the Operations and Maintenance Committee. **Second** by **K. Kuettel**. **Motion** passed unanimously.
 - III. **J. Jurewicz** attended a WLSSD hearing on a proposed I + I ordinance. He stated the ordinance would be unenforceable.
9. **Operations Committee Report:**
- I. The committee met on September 9th.
10. **Operations Report: PeopleService: Jaymes Crilley:**
- I. **J. Crilley** stated the Retention Tank Pump #1 had been running five days. W.W Goetsch will investigate the problem.
 - II. **J. Crilley** stated Lift Station #1 telephone line needed to be repaired again after tree damaged the line. It is scheduled to be buried this year.
 - III. **J. Crilley** discussed 5249 Greenwood Road. Duane Peterson from Superior Construction repaired a broken 4" gravity pipe. The repair was under the eaves of the home so the owner will pay for the work.
 - IV. **J. Crilley** said 5127 McQuade Road has not connected yet.
 - V. **J. Crilley** stated 2250 Old North Shore Road was jetted three weeks ago. It is at the end of the line and could use a bigger pump.
 - VI. **J. Crilley** said grease samples were taken at the New Scenic Café and Clearwater Grille.
11. **New Business: None**
12. **Old Business:**
- I. Commercial billing. **Motion** by **S. Smith** to establish a fixed rate billing for 2017 based on an average of the previous year with an annual reconciler. **Second** by **D. Korri**. **Motion** passed unanimously.
 - II. Cause/effect database

13. **Adjourn: Motion** to adjourn meeting by **K. Bovee**. Second by **A. Braud**. Motion passed unanimously at 9:32A.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 October 18th.

Minutes taken by: Terri Walsh

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