

## TOWN OF SHELBY SANITARY DISTRICT #2 MINUTES

DATE & TIME: April 19th, 2012 at 4:30pm  
LOCATION: Shelby Town Hall Meeting Room  
PRESENT: Bob Mueller Chair, Steve Lundsten, & Kurt Knutson  
ABSENT: NA  
ALSO PRESENT: Jeff Brudos/Administrator, Michelle Kind/Secretary

Meeting called to order at 4:35 PM by Mueller.  
Motion by Mueller & 2<sup>nd</sup> by Lundsten to approve the minutes from the March 29th, 2012 meeting. Motion Carried unanimously.

Motion by Mueller & 2<sup>nd</sup> by Lundsten to approve the AP Check Register on Sewer in the amount of \$481.09. Motion by Knutson & 2<sup>nd</sup> by Lundsten to approve the AP Check Register on Water in the amount of \$14,843.64. Accounts for March 29<sup>th</sup> – April 19th, see attached. Motion carried unanimously.

No report on Planning or potential Development.

Review of 2011 S.D. #2 Annual report given at Town Board meeting, April 10<sup>th</sup> 2012-attached.

Knutson was absent until 5pm.

Discussion held on Wedgewood Water Trust take over. See letters attached from: WWT requesting S.D. take over, report from Davy Engineering on WWT system including suggested items needing replacement, Quote from Midwest Testing to replace current water meters in WWT, additional income/expense worksheet, and take-over steps worksheet.

Brudos to look into regulations from DNR regarding take over and to get assurances that what the WWTrust currently has for 4" lines will be adequate in lieu of 6" lines currently being required for fire emergencies.

Knutson to invite WWTrust Board members to next meeting and discuss take over details.

Brudos to look into availability to offer a 5 year loan that will be placed on the tax roll instead of 3 years for the Trust members to pay off existing Loan and meter expenses.

Other items discussed were:

- Brudos reported from discussion held with Attorney Kevin Roop relative to how the Terrace Trust accounts receivable can be placed on the Districts accounts. The District cannot bill the current members or Trust members for installing meters so that will need to take place through the Trust.
- Timeline for meter replacement
- Add target dates and S.D. vs Trust responsibilities to the Take-over Worksheet

Water & Sewer budgets for 2012 were dispersed and will be reviewed at next meeting.

First Quarter water/sewer reports given – see attached.

#### Administrators Report

- Consulting firms have been contacted relative to a long range plan for the water system. Meet with Vierbicher, Ayres and Associates, Becher, & Hoppe Associates.
- One of the shut off's between the two reservoirs in Skyline was broken. Excavation to dig p the shut off and correct. Small reservoir is not being used until it can be inspected.
- The weekend water testing staff of two college students is going well
- Spring Flushing was done this week for all 3 systems
- Two water sampling stations will be added. One at the end of Briarwood. We are looking at other options for another site.
- New electronic hand held reader system going nicely
- Hwy 33 sewer is being televised and the cost to run sewer and water to a couple of locations is being reviewed
- Water pumped vs. water sold is a concern in all 3 well systems:
  - Valley – sold 9% more than pumped
  - Arbor Hills – 7,825 gallon difference
  - Skyline – lost 25%

Meeting adjourned at 6:40 P.M.

Next meeting is Thursday, May 3rd at 4:30 P.M. and the WWT Trust Board will also be invited.