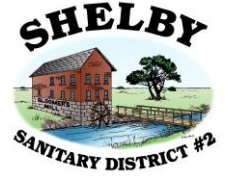


**TOWN OF SHELBY**  
**Sanitary District #2 Minutes**



DATE & TIME: October 19th, 2016 4:30pm

LOCATION: Town Hall

PRESENT: Chairman Bob Mueller, Supervisor Steve Lundsten & Supervisor Kurt Knutson

ABSENT:

ALSO PRESENT: Jeff Brudos/Administrator, Michelle Kind Clerk, Jeff Fogel Road Crew Supervisor, Dan Odeen Water Operator

Attendance List: none

1. Meeting called to order by Mueller at 4:36pm.
2. Motion by Knutson/Lundsten to approve the minutes of the Sept 21st, 2016. Motion carried.
3. Motion by Mueller/Knutson to approve the payment of bills with corrections from 9/21/16 – 10/17/16 of \$2,043.04 for Water and \$401.63 for Sewer. Motion carried.
4. Discussion held on the update for Hwy 33 water project.  
Legal is working on the balance of the easement agreements. Stry Foundation may need some corrections made to their water line.  
DNR approval is still outstanding for the project.  
Draft of special assessment agreement from Engineers discussed, not final.  
MHP laterals are to be installed while the road is being torn up. Cross connection inspections will be done by an Independent Contractor. Certification will be required by Inspectors. SD will install line to Meter House. MHP supplies pressure reducing valve. Meter House to be heated and in good condition. Coachlite will be metering each lot/unit for water. Simple interest amortization for each property owner letter sent to each. Assessment will be tax rolled unless paid in full. 20 year amortization schedule.  
The Sewer line will be televised after it freezers and the ground is hard.
5. Motion by Mueller/Landman to allow contribution of up to \$2,000 to pay for cross connections for each MHP to help defray the cost for the inspections. Motion carried.
6. Motion by Mueller/Knutson to pass the Special Assessment Resolution for the Highway 33 water project-see attached. Motion carried.
7. Administrator reported the replacement Administrator position will be placed in the newspaper and the group plans to interview near Thanksgiving. Boundary agreement update and sewer extension discussed.
8. Meeting adjourned at 6:00pm. Next scheduled meeting is Thursday, November 10th, 2016.

Respectfully submitted,  
Michelle Kind