

## TOWN OF SHELBY SANITARY DISTRICT #2 MINUTES

DATE & TIME: March 27, 2014 at 4:30pm

LOCATION: Shelby Town Hall Meeting Room

PRESENT: Bob Mueller-Chair, Kurt Knutson & Steve Lundsten

ABSENT:

ALSO PRESENT: Jeff Brudos/Administrator and Michelle Kind/Secretary,

Town Board: Tim Candahl, Tim Ehler, Joyce Wichelt;

Planning Commission: Mary Faherty, Mary Ellen Prinsen, Keith Butler, Joyce Wichelt,  
& Richard Strand

Meeting called to order at 4:34pm by Mueller.

Introductions were held and Mueller gave an overview of the agenda of the meeting. The Sanitary District, Town Board, and Planning Commission all facilitate development in the Town of Shelby. SD completed a study to review current water supplied by 4 wells and the customer base. Topography was reviewed as well as the different types of water holding systems and their costs. The possible areas in Shelby that could be developed and their water/sewer needs were addressed. Some areas in Shelby such as Cty Rd F are also having water quality issues. The study was reviewed and each area of Shelby as well as the possible costs to provide water and/or sewer service as well as Annexation issues were discussed. Past expansions completed such as Ebner Coulee sewer service and Skyline water hookups were discussed.

Discussion held as how we can be ready for possible developers and how to attract them to our area. Water and Sewer needs would need to be met but at what cost and when to implement the construction? In 2013 Shelby had 5 new homes built, in the last 5 years we had very little growth. Discussion held on how to attract homeowners.

At this time the members of the Planning Commission left.

Motion by Lundsten & 2<sup>nd</sup> by Knutson to approve the minutes from the February 13, 2014 meeting. Motion Carried unanimously.

Motion by Knutson & 2<sup>nd</sup> by Lundsten to approve the AP Check Register on Sewer in the amount of \$6,536.17.

Motion by Knutson & 2<sup>nd</sup> by Lundsten to approve the AP Check Register on Water in the amount of \$20,432.58.

Administrators Report:

- Two Road Crew personnel attended the 4-day Rural Water Conference in Green Bay, Gary Hofer & Jeff Fogel. As Harvey is retiring this fall, there was interest from Fogel to attend.
- Discussion held on the retirements of Harvey & Cathy in September and Jeff in a few years. Town Board looking into moving the day to day operations of Road Crew to a Lead Road Crew person and add a Certified Water Operator. This Lead would have Public Relations as well as Mechanical experience. The Sanitary District and Fire Dept. would report to the Administrator. Discussion held on current Road Crew employees as options to this new

position. The Sanitary District will draw up a list of criteria on what is needed from the Water Operator and the Administrator.

- Water meters are being changed out throughout spring.
- Working on DNR/ Charlie Cameron's recommendations.

Next meeting dates:

- Lundsten avail 4/10, 4/24, 5/8, & 5/22

Next meeting is April 24, 2014.

Meeting adjourned at 6:25pm by Lundsten/Knutson.