

TOWN OF SHELBY SANITARY DISTRICT #2 MINUTES

DATE & TIME: February 13, 2014 at 4:30pm

LOCATION: Shelby Town Hall Meeting Room

PRESENT: Kurt Knutson & Steve Lundsten

ABSENT: Bob Mueller-Chair

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

Meeting called to order at 4:35pm by Lundsten.

Motion by Knutson & 2nd by Lundsten to approve the minutes from the January 16th, 2014 meeting. Motion Carried unanimously.

Motion by Knutson & 2nd by Lundsten to approve the AP Check Register on Sewer in the amount of \$53,237.26.

Motion by Knutson & 2nd by Lundsten to approve the AP Check Register on Water in the amount of \$19,089.78.

Accounts for January 16, 2014 – February 13, 2014 see attached. Motion carried unanimously with corrections noted on new Sanitary Truck payments. Truck costs were \$38,678.00. Sewer paid total of \$23,207 and Water paid total of \$15,471.

Future Development meeting to be scheduled in March for both the Town and Sanitary District to get together for discussion. Sanitary District will invite the Town Board to the March 13th, 2014.

Discussion held on the Sewer and Water budgets. New truck expenses and insurance check received was moved to 2014. Capitol items of the new Truck, Camera, and Sewer Machine Electric Eel to be noted. Discussion also held on the current billing of the Staff from the Town that the Sanitary District utilizes. We will review again after Auditors complete their review of 2013 this week.

Administrators Report:

- Cold weather is a concern with the extended negative temperatures we have had. We are watching for water breaks. There is a natural spring in Hagen and in Wedgewood Valley that have started flowing above ground due to the storm drain being plugged.
- Charlie Camron from the DNR just completed his large inspection. It was a very extensive inspection and a few items need to be addressed. We are working with the County regarding our water tests submitted from them to the DNR. Some of the details such as which water operator signed off on the test were missing from the County's report. We submitted the information to the County but they need to forward that onto the DNR. We may need smaller tanks for the Water Reservoirs to better hold the Fluoride and Chlorine chemicals consistently.
- Auditors are here this week, so far no major issues.

- Discussion held on the retirements of Harvey & Cathy in September and Jeff in a few years. SD Board would like to see more accountability from the Water Operator/Road Crew Position for the Sanitary District. Certified Water Operator to possibility take on the role of Road Crew Supervisor. This would allow the responsibilities to change to Administrator/Clerk/Treasurer, and take out the management of the Road Crew. The Sanitary District and Fire Dept. would still be responsibilities of the Administrator.

Next meeting is February 13, 2014 and is a joint meeting with the Town Board.
Meeting adjourned at 5:45pm.