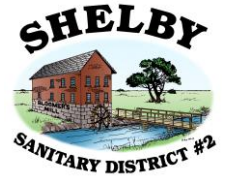


**TOWN OF SHELBY**  
**Sanitary District #2 Minutes**



**DATE & TIME:** January 31st, 2018 **1:00pm**

**LOCATION:** DNR, 3550 Mormon Coulee Road

**PRESENT:** Chairman Bob Mueller and Commissioner Steve Lundsten

**ABSENT:** Commissioner Kurt Knutson & Michelle Kind/Clerk

**ALSO PRESENT:** Carroll Vizecky/Administrator

Attendance List: see attached

Meeting was called to order at the Department of Natural Resources Bldg. located at 3550 Mormon Coulee RD by Chairman Robert Mueller at 1:00 p.m.

Introductions of Paul O'Neel and Charles Cameron of the DNR and representatives of Sanitary District was presented. The purpose for the meeting was to address the Notice of Violation in a conference format. Paul O'Neel, Environmental Enforcement Specialist presented his concerns as outlined in a letter which was hand delivered to the District. The Department of Natural Resources concern is regarding PWSID # 63203107 which is located in the Greenwald Coulee Subdivision. (See Attachment)

Sanitary District Chairman Mueller noted the Sanitary District continues to be very active in perusing all corrections by the Department. A roof was installed on two Well Houses in the calendar year of 2017 and a reservoir roof was also installed.

Charles Cameron agreed that the Sanitary District # 2 has addressed numerous deficiencies in the three-year sanitary survey and should be commended. However, this item has been on the list of deficiencies since 2016 and has been pushed back numerous times but was overlooked and this meeting was a result of that oversight. Therefore, it is impossible for me to go back into the program and lengthen a completion date going forward.

The Sanitary District #2 when on record to state SEH has been identified as the Engineer on Record to address the deficiencies as outlined in the attachment. A time line was then set to address this deficiency by September 30<sup>th</sup>, 2018. The scope of work will be determined by SEH, presented to the Sanitary District and moved for approval by the DNR by April 2018. If the work requires some alterations or addendums it will be returned to the Sanitary District within 60 calendar days for resubmittal. Work will begin with local forces or a Contractor if needed after the bidding process if required. The completion date should be no later than September 30<sup>th</sup>.

The Department also instructed the Sanitary District they are required to give a "Public Notice," to customers served by the Skyline System. These notices can be mailed or hand delivered.

The DNR Representatives excused themselves and the Sanitary District Board continued with other agenda items as listed on their agenda under old business.

After a lengthy discussion of Special Assessment Amortization schedules a vote was taken to draw a Resolution to set in place table of Amortization. The Commissioners then discussed a letter that was sent to Carroll Vizecky, Treasurer regarding the calculation of special assessment repayment. The Board looked at options and obligations to repay a loan the Commissioner of Land. Whereas, the Sanitary District borrowed \$400,000 dollars to upfront the cost to install a new waterline through two Mobile Home courts along Highway 33, Pammel Creek and Pleasant Valley.

Currently, the repayment schedule is requesting a payment of \$10,000 dollars payment on the principal and interest accruing at 4%; which declines with annual principle payments for 20 years.

Meeting adjourned at 2:45pm.

Next scheduled meeting is Monday, February 5th, 2018

Respectfully submitted,  
Carroll Vizecky/Michelle Kind