

TOWN OF SHELBY
Sanitary District #2 Minutes



DATE & TIME: October 25th, 2018 4:30pm

LOCATION: Shelby Town Hall

PRESENT: Commissioners Kurt Knutson and Steve Lundsten, Carroll Vizecky/Administrator Michelle Kind Clerk

ABSENT: Chairman Bob Mueller

ALSO PRESENT: Peggy Claflin of Pammel Creek Mobile Home Court

Attendance List: see attached

1. Meeting called to order by Knutson at 4:32pm.
2. Motion by Lundsten/Knutson to approve the minutes of the October 11th, 2018 – see attached. Motion carried.
3. Motion by Knutson/Lundsten to approve the Water Open Invoices from October 24th of \$2,656.48 – see attached. Motion carried.
4. Motion by Knutson/Lundsten to approve the Sewer Open Invoices from October 24th of \$93.98 – see attached. Motion carried.
5. Motion by Lundsten/Knutson to approve the revised amortization schedule for Pammel Creek MHC – see attached. This is requested by Pammel Creek MHC for straight line payments of \$14,537.90 from years 2-19. The last payment at year 20 of the loan or 2036 will be \$11,645.00. Claflin was in attendance and noted she has the approval to accept the revised schedule for the MHP Board. Claflin was requested by the Sanitary Board to submit a copy of the approved MHP meeting minutes with this new rate schedule. Sanitary Board noted that this new amortization schedule increases the overall interest to be paid on the note even though the interest rate stays at 4%. Sanitary Board also noted there will be no additional changes to this schedule in the future. Motion carried.
6. Administrators report – see attached for Water Hydrology study details, Wastewater Intergovernmental agreement, and Skyline well project.
7. Discussion held the RFP for Arbor Hills Ridge Water Hydrology Study. Vizecky reviewed the bids and had discussions with both bid suppliers. Based on the additional information the study is more money than expected. A comparison by Vizecky was given in the Admin report to the Board.
8. Motion by Knutson/Lundsten to rescind the 9/27/18 meeting motion to approve MSA as a result of the additional information from both bidders. Motion carried.
9. Motion by Lundsten/Knutson to approve SEH for the proposal and start the Grant research with the Town Board approval this as a joint project sharing a percentage of the

costs. Vizecky to report to Town Board and request a cost sharing proposal. Motion carried.

10. Vizecky suggested a workshop for the 2017 Audit, Capital projects, 2019 Budget with all the Commissioners. Vizecky requested evaluations from the Board.

Meeting adjourned at 6:30pm.

Next scheduled meeting is Thurs. November 8th

Respectfully submitted,
Michelle Kind