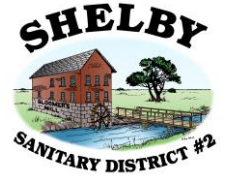


## TOWN OF SHELBY Sanitary District #2 Minutes



DATE & TIME: December 14th, 2017 4:30pm

LOCATION: Town Hall, 2800 Ward Ave.

PRESENT: Chairman Bob Mueller and Commissioners Steve Lundsten and Kurt Knutson

ABSENT:

ALSO PRESENT: Carroll Vizecky/Administrator and Michelle Kind/Clerk

Attendance List: none

1. Meeting called to order by Mueller at 4:30pm.
2. Motion by Knutson/Lundsten to approve the minutes of the November 9<sup>th</sup> and 21<sup>st</sup>, 2017 – see attached. Motion carried.
3. Motion by Mueller/Lundsten to approve the payment of bills through December 13<sup>th</sup> of \$289,802.37 for Water – see attached. Motion carried.
4. Motion by Knutson/Mueller to approve the payment of bills through December 13<sup>th</sup> of \$16,705.23 for Sewer – see attached. Motion carried.
5. Discussion held on Hwy 33 water project. Court connection expected next week. Mueller requested Vizecky have a letter of understanding for the well house responsibility and maintenance including heating of the building between the Sanitary District and the Mobile Home Courts. MHC would be responsible from the well house to the homeowners. Odeen reported on the connection process that will require the water line to the Terraces to be temporarily shut off for the connection process on Dec 18<sup>th</sup> – see attached. Odeen went door to door to distribute the letter and answer questions. Odeen will post signage to the entrances to the Terrace and list on the website the results of the water bacteria test resulting from the water connection. An 8-hour test and a 24-hour test will need to be sent for testing and we will flush the system as well.
6. Discussion held on Sewer Cleaning by Flow Rite was completed. There is a separation in some of the joints as expected so we will have additional sewer linings completed in 2018. Additional review of the televising will be done to prioritize areas.
7. Discussion held on Control Line Interruption and Smoke Testing and both are expected to start in 2018.
8. Discussion held on the 2018 Water and Sewer Budgets. Manhole cover replacement and televising will be capital items to focus & prioritize for 2018. We will plan for the crew to replace approx. 10 man hole covers per year.

9. Discussion held on Tupper and Alpine Inn sewer extension request on Bliss Road. Tupper noted a mound estimate was over \$18,000 but it will not pass the perk test. A Utility loan program was suggested however, their residence is in the City of La Crosse. The Alpine Inn has also reached out and is requesting assistance.

Tupper is requesting sewer connection options and would like to succeed to the Town for the service. They are currently receiving Sanitary water service with a 25% City Resident fee to their quarterly charge. Neighboring homes would be contacted to see if they would like to participate. Vizecky to review extension costs with preliminary engineering, easements, boring, etc. to see what is most cost effective for the Residents. The terrain provides additional restrictions. Also looking into a possible Rural Development loan or DNR grant options.

10. Motion by Mueller/Lunsten to approve the EEOA Policy Statement. Motion carried.

11. Administrators Report – see attached. Vizecky will be making a payoff from Water to Sewer for the interdepartmental loan by the end of 2017 which will help the financials for the 2018 large rate case application.

The Sewer CD came due and we were able to obtain 1.5% for a 12-month CD after calling several banks and credit unions. No additional incentives were given for a longer extension so the 12-month was selected. Knutson suggested we also include Citizens bank for interest rate quote and Kind will proceed.

Meeting adjourned at 5:32pm.

Next scheduled meeting is Thursday, January 12th, 2018

Respectfully submitted,  
Michelle Kind