

Algoma Sanitary District #
Regular Monthly Meeting - Minutes – March 12, 2009

- 1) Commission President Earl Lawrence, with Commissioner Alexander Irvine and Michael Gelhar present called the regular meeting to order at 6:09 p.m. Also present were Kevin Mraz, Ray Edelstein Joel Edson and Rose Mraz.
- 2) Call to Order.
 - a) Earl noted that the District is using a tape recorder for the maintenance of the minutes. No one else is using one.
 - b) **Alex made a motion to approve the minutes as submitted for the regular monthly meeting on February 12, 2009/second-Mike/carried unanimously.**
 - c) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes
 - (1) Rose noted that there are several certificate of deposits coming due.
 - (a) For water, two certificates of deposits are due. One is due March 13 and could be renewed for 30 days to obtain better interest and the other certificate of deposit is due April 23 which would be put in savings toward the bond payment due May 1.
 - (b) For sanitary, there's a certificate of deposit due March 13 and could be renewed for 60 days. Approximately 60,000 of the certificate may be needed for current pending bills.
 - (2) Bond principal and interest payments are due May 1 and will be wired out the end of April.
 - ii) **Mike made a motion to approve the cash receipt and investment report as submitted with the above recommendations/second-Alex/carried unanimously.**
 - d) Approve pending bills for sanitary and water.
 - i) **Alex made a motion to approve the pending bills for sanitary and water/second-Mike/carried unanimously.**
 - (1) The check for Virchow Krause will be held until the audit and PSC report are completed.
- 3) Public Forum – Earl noted that there are no members in attendance from the public.
- 4) Director's Report.
 - a) Review of District statistics. This was given out previously.
 - i) Kevin discussed a new chart he put together which shows water level readings from the District's 2 wells. The District has been required to take 4 readings of water level monthly. Readings are taken for static level (when the pump is not running) and pumping level (when pump is running).
 - (1) The chart shows that the water level has stayed pretty consistent even though the District started out pumping only 1,000 gallons a day in 2004 and currently pumps 173,000 gallons a day. The District has an air line which is used to read these measurements. This chart is mainly for maintenance but also has other good uses.
 - b) Correspondence – No additional.
 - c) Status of 2008 projects.
 - (1) The schedule from the Selmer Company was given out for the new project and shows the project should be completed around November 18.
- 5) Report from Committees.
 - a) District Advisory Council.
 - i) There was a good turn out including a town board and committee members at the workshop with many items being discussed. Following are a few of the items discussed.
 - (1) An update for the District's sump pump inspection program was given out. It was recommended to add this topic in the District's newsletter.
 - (2) Kevin said he discussed the District's road policy at the workshop and also with Dewey Nelson this morning so that the Town Board is aware that the District requires deposits when people cut into a road for water or sewer lines. The Town is in the process of setting up a road policy for utilities.
 - (a) With the District having a policy, we could be exempted from the Town's policy. Kevin explained that the District checks the road for settling after a year to prior to accepting the patch. If accepted, the deposit is returned except for a portion for administration and inspection costs.
 - (3) There was discussion regarding storm water management and what the town is doing about it. The members present thought it would be a good time for the town to set up a storm water committee as they hired a road supervisor.
 - (a) Kevin told the council that the District receives many calls regarding flooding and refers the callers to the Town as this is their responsibility. The District previously offered to do the storm water maintenance for the Town but was turned down.
- 6) Old Business.
 - i) Discuss Water Treatment Facility #2 piping repairs response from insurance carrier.
 - (1) Ray said Coenen's insurance carrier said they are not insuring the pipe repairs. Ray said the District could bring an action.
 - (2) Ray recommended that if the District is going to proceed to have a 3rd party come in and check the pipes. Kevin said the District had this already, but could obtain a 3rd party quote. Coenen Mechanical offered to fix this for approximately \$18,000. Earl said the District is not looking for money, but shouldn't have to pay for poor workmanship.
 - (a) Earl said he is not happy with Strand regarding this. They are not saying the weld was done wrong probably because they were the inspector on site. Earl said there was no excuse to do a mistake with the welding as it is robotic welding and off the shelf equipment.

- (b) Kevin will obtain an outside estimate for the repair prior to next months meeting and was thinking of using the company that did well #1 as there are no leaks and it looks very professional. Kevin said he could also check with the mechanical contractor for well #3 as they will be in town and may be willing to do this at a reduced cost as there is not much mobilization.
 - (c) Alex asked if the District can refuse to do business with Coenen Mechanical in the future and Mike asked if the District could even trust that Coenen Mechanical would correct the problem correctly with the problem they caused originally.
 - (i) Kevin said the quote from them is to go from stainless steel to ductile iron so it is prefabricated to fit with spacers.
- 7) New Business.
- a) Review and act on revisions to petition for addition of properties to be added to Algoma Sanitary District as submitted to the Town of Algoma.
 - i) Review responses to preliminary special assessment packet.
 - (1) The District Commissioners discussed the responses from the residents.
 - (a) Earl indicated that the properties wanting sewer near Thackery Road would be cost effective. The water line needs to be installed along the entire route; therefore, the commissioners agreed that those parcels that want water can receive it. The following decision was made regarding the petition for addition to the Sanitary District.
 - (2) The parcels on the North side of Witzel that are not interested in the utilities will be removed from the petition.
 - (a) The parcel wanting sewer on the North side of Witzel will be added to the District.
 - (b) The properties on the South side of Witzel not involved with the sewer line near Thackery will be left out of the District.
 - (c) For the properties on the South side of Witzel where the sewer line near Thackery Road would be installed it was decided to:
 - (i) Leave 3415 Witzel out of the District. They responded they are not interested in sewer or water.
 - (ii) The parcel at 3413 Witzel does not have road frontage; therefore was left out of the computation and will not be added to the Sanitary District.
 - (iii) The owner of 3437 Witzel did not respond even though they received several requests from the District; therefore this parcel will be added to the District.
 - (iv) The balance of the properties affected by the sewer line near Thackery Road will be added to the Sanitary District.
 - b) Review and act on Task order 09-02 from Strand Associates for assistance with SDWL 2009.
 - i) Earl questioned why the District will be paying Strand \$13,000. Kevin said there are a number of forms and drawings which need to be completed to obtain the funding. Kevin said the District can save \$20,000 per year with the lower interest rate. This task order was discussed and in order to keep going it was discussed to accept the task order at a price not to exceed \$13,300 and also request from Strand the current fee schedule and an explanation of expenses, especially costs for computer and electronic communication, if this is time for e-mails it is ok, but not additional costs for each e-mail.
 - (1) **Mike made a motion to allow the President of the District to sign task order 09-02 if it is revised as requested to have the fee schedule, and add that it will not exceed \$13,300 and if it otherwise meets the satisfaction of the District regarding the proposed expenses/second-Alex/carried unanimously.**
 - c) Discuss comments received during Public Hearing.
 - i) There was no one from the public at the Public Hearing.
 - d) Review and act on working bank cost comparison.
 - i) Rose prepared a handout of banking fees from two financial institutions. The District is waiting to see if Associated Bank can reduce their costs. They replied today that they will be in touch with the District when they have their study put together.
 - (1) Rose contacted Community 1st C.U .and Choice Bank as they are in the area currently and also for the new location. Both institutions indicated they will have lower fees and higher interest rates on investments than Associated Bank. The Commissioners requested to contact West Pointe Bank also.
 - (2) Joel said it is the intangible's that you don't know about when considering changing financial institutions and that the Town will stay with Associated Bank.
 - ii) This will be put back on next months agenda.
- 8) Adjourn.
- a) **Mike made a motion to adjourn/second-Alex/carried unanimously.**

Respectfully submitted: _____
Rose Mraz, Office Manager

Approved: _____
Earl Lawrence, President