

Algoma Sanitary District #1
Minutes – August 27, 2007 - 5:00 p.m.

Commission President, Earl Lawrence with Commissioner Michael Gelhar present called the meeting to order at 5:00 p.m. Also present were Kevin Mraz, Joel Edson, and Rose Mraz.

- 1) Call to order.
 - a) Earl noted that the District is using a tape recorder for the purpose of the minutes. No one else is using one.
- 2) Director's Report
 - a) Land acquisition for water treatment facility #3.
 - b) Kevin is working with the Miller's for the road right of way and is meeting with Ryan Roehlig (R A Smith) to determine the road access. The owners are working together and there may be a deed swap that helps everyone out.
 - i) Kevin said he found out you can do 1 CSM and have 4 lots on that, and you can only do this once every 5 years.
 - ii) Kevin drew up plat ideas and had the Miller's go with him to R A Smith so they would understand what their farm land could look like under different scenarios. Kevin also did this for the Nobel's.
 - (1) Kevin said he wasn't comfortable doing a driveway on the Miller parcel as it would affect the Nobel's ability to develop property. This creates a little extra work but is fair to the homeowners.
 - iii) Earl asked if the town would come back with a concern that the District is a commercial building with residential around it and Joel said that Thackery is also, but this site will be more so with the office, maintenance, etc. Joel asked what zoning the District is going for and Kevin said that Ryan recommended R2 for the zoning.
 - (1) Kevin said he told everyone what will be there, the maintenance shop, well house and the administration building. Earl was wondering if it needs to be commercial zoning and Joel thinks it may be a C2 which needs a site process. Kevin will check further into the zoning.
 - (a) Joel said if the Miller's and Nobel's are ok with the District's use it should be ok as they are directly affected.
 - (b) Joel and Kevin said that Bob Nadolske was ok with the District's use of the property when it was discussed at the Water Advisory Meeting.
 - (c) The County previously said to use an R1 zoning.
 - (2) Kevin said all the approvals that he is going forward with display all 3 purposes and that when he starts talking to the County again, the zoning will come up.
 - (a) The Commissioners said to check with having the property zoned as commercial so the District's use is on record for anyone looking to purchase property in the area.
 - iv) Mike asked if the radios will reach there and Kevin said it would be worthwhile to do a line of site study which he will be doing with L W Allen the next time they come in.
 - v) Determine date of information meeting with Horseshoe Road.
 - (1) Tuesday, September 18 at 6:30 p.m. at the Town Hall.
 - vi) Determine date of information meeting with corridor route.
 - (1) No date was set as the District is not ready for this yet.
 - 3) Public Forum – There is no one from the public in attendance.
 - 4) New Business
 - a) Water and sewer utility extension to service future administrative/water treatment facility complex.
 - i) Discuss possible utility routes and informational meetings to be held.
 - (1) There are several possible routes at this time.
 - (a) The District discussed the future meeting which will be held with Horseshoe Road residents to obtain their input to help determine the North South route. Kevin put together a power point presentation for this informational meeting and the slides were looked over and discussed. The goal of the presentation is to find out if the residents are interested in sewer and water. It was decided that sewer and water will be separate choices.
 - (b) The District doesn't know where the future Town Road in the area will be going and without knowing this, it is more difficult to determine routes.

- (i) Joel explained that the County was given a directive by the DOT to come up with a corridor route from Highway 21 to Highway 26 and this would supersede anything the Town would do. The County has had meetings but has not finalized the location yet.
 - (2) Kevin said there are several land owners in the sewer corridor area willing to give the District easements for sewer and water if needed.
 - b) Discuss interview process for public works engineer.
 - i) Determine final approval process.
 - (1) Kevin said he was asked by the engineering firms, what the District is going to base the decision on in choosing the final firm from the interview process. Kevin asked the Commissioners for their ideas of what they would like to look at so he can add this to a letter to the firms. Kevin said the process wasn't brought on by Strand not fulfilling their duties to the District but because this is a 2 million dollar project overall and there will be substantial engineering costs. Kevin said to justify this to the District's residents; he felt the District should go through a process to show the District is getting the best value for the dollars spent.
 - (a) It was decided to use best value, longevity, financial stability, engineering support and experience as part of the criteria for choosing a firm.
 - (i) Kevin said he told all the engineering firms that will be interviewing that they are on an even playing field even though other engineers have been used in the past.
 - c) Sanitary District auditor update.
 - i) Rose said the District requested a letter for the PSC from the District's auditor since June. Ray called Clifton Gunderson the other day and told them the District expects this situation to be resolved and was told that the District's auditor is out of the office until next Tuesday.
 - (1) Rose said Ray wanted to know what the Commissioners want him to do next to get this letter if his phone call doesn't obtain the result. The Commissioners agreed to a suit if that is the only way to get them to meet their contractual agreement.
 - d) Go to closed door session to discuss staff employment and compensation matters.
 - i) **Mike made a motion to go to closed door session/second-Earl/carried unanimously.**
 - e) Open meeting to act upon discussion from closed door session
 - i) **Mike made a motion to go back to open door session/second-Earl/carried unanimously.**
 - ii) There was no action taken.
- 5) Mike made a motion to adjourn at 8:55 p.m. second-Earl/carried unanimously**

Respectfully submitted,

Rose Mraz, Office Manager

Approved:

Earl Lawrence, President