

Algoma Sanitary District #1
December 10, 2009

- 1) Commission President Earl Lawrence with Commissioners Alexander Irvine and Michael Gelhar present called the regular monthly meeting for December to order at 6:00 p.m. Earl noted that this is the first meeting at the District's new Administration Building. Also present were Kevin Mraz, and Rose Mraz. Ray Edelstein and Joel Edson were excused from the meeting.
- 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 budget hearing on November 12/second Mike. Mike made a motion to approve the minutes as submitted for the regular monthly meeting on November 12, 2009/second-Alex/carried unanimously.**
 - c) Approve cash receipts & investments for sanitary and water.
 - i) **Alex made a motion to approve the cash receipt and investment report as submitted/second-Mike/carried unanimously.**
 - d) Approve pending bills for sanitary and water.
 - i) **Mike made a motion to approve the pending bills for sanitary and water as submitted/second-Alex/carried unanimously.**
 - e) Public Forum – There were two members of the public in attendance at the meeting.
 - i) Paula Rost & Sue Drexler were in attendance. Paula thanked the District for turning off the outside light when she called regarding the lights shining in her house recently. Paula said she attended this meeting to drop off a letter from 3 of the neighbors on Witzel Avenue. Several pointers from the letter follows:
 - (1) Paula said there is an exhaust fan that the neighbors hear during the night and would like to have it off in the evening.
 - (2) Paula said she brought along some pictures that she just gave Kevin showing water collecting along the tree line and she indicated that this could ruin the tree barrier that the District put in. She questioned where the water came from.
 - (3) Paula said the neighbors would also like the District to put into the budget plans for a noise barrier between their properties and the District's property in the coming year.
 - (a) Earl said the District would need meetings with the neighbors to see what could be put in and Mike and Alex agreed.
 - ii) Earl asked Kevin to comment on the water collection issue as this is new to him also.
 - (1) Kevin said this water was from the necessity to obtain two safe bacterial samples from the new water facility prior to turning the 3rd well into the mains for the live water system. Kevin said the District pumped water onto the parking lot surface which then went into the storm water collection which then filled up the pond and slowly went through the drainage swale as it was intended to do.
 - (a) Kevin said the District chose arborvitae as they are water loving type plants and hardy to water conditions and Kevin said these were chosen for this fact as well as for a barrier.
 - (2) Earl asked if this water was a one-time type of thing. Kevin said that after startup, at the other well facilities, the District did not have to "pump to waste" which is what the District was doing to clean the pipes and obtain safe samples. This was just the initial start up for the samples.
 - (a) Kevin told Mrs. Rost that this is the same type thing that the neighbors probably saw when the District was developing the well prior to the building going in to clean the sand out.
 - (b) Kevin does not see this as a recurring incidence and just one time. Kevin said with it being fall, there were leaves on the ground which slowed the movement down.
 - (i) Kevin said the District was pumping 550 gallons a minute and said there was water flowing for about a day.
 - (c) Mrs. Rost said the water was going onto the neighbors' property and Kevin disagreed and said that the water was on the District's property by the trees and Earl said the trees are 10 feet from the property line. Earl told Mrs. Rost that the District can prevent this type of water from happening in the future, but said that rain storms could fill up the swale which is beyond the District's control
 - (3) Earl asked Kevin what he thought of barriers and when a meeting could be held. Kevin said the prohibitive fact is that you need to go through the site plan committee to do anything. Kevin said he could put trees in; but needs approval for any site plan changes. Sue agreed and said that they found out that you do need to go to the site Committee for changes.
 - (4) Earl said to bring in Bob from the Town's Committee and see what can be done and to think about it.

- (a) Kevin said perhaps a taller tree planted between the arborvitaes and the property line 5 to 8' closer to the neighbors' property line would help. This could fill in the top as the arborvitaes fill in. There's a lot that can be done and Kevin said the District can go back to the site plan committee.
 - (b) It was agreed to try to set up water Advisory Meeting on January 12 at 6:00 p.m. if Bob is available.
 - (i) If paperwork is required for bonding, this could be completed at 5:30 p.m.
 - iii) Regarding the fan; Kevin said if the hum is continuous he knows which fan it could be. There's one that is continuous and two that go on and off. Perhaps a timer could be put in. Kevin will investigate to see what makes possible noises and said he would like Mrs. Rost to come outside and work with the District on this to find out which fan the neighbors hear.
- 3) Director's Report
- a) The statistics were given out previously.
 - i) Kevin said the blizzard affected the District in several ways, other than just the additional plowing. The heater went out at Leonards Lane, possibly due to the warmer weather previously and snow blowing in so that the humidity may have frozen a switch in position which caused a pump failure alarm.
 - (a) Kevin said that at 5:00 a.m. during the storm as he arrived early to work, he was surprised to see Mike, one of our operators, pulling in just ahead of him. Kevin said it was great that Mike was able to make it in for the alarm during the storm.
 - (i) Kevin said that within a couple of hours they identified the problem and took one of the ceramic heaters from the front office over there to heat the panel. Within 2 hours it was operational.
 - 1. L W Allen came in today and brought up a replacement 200 watt heater to replace the 100 watt heater that was there.
 - ii) Kevin said the front office does not heat up to temperature yet and they are working on it.
 - (1) Earl said there are base board type heaters for under desks which could replace the ceramic heaters.
 - b) Correspondence.
 - i) Kevin said the District moved the sign from our previous building and put it on our empty lot along Witzel St. to advertise where we are; however, the District received notice from the County to remove this which the operators will do.
 - (1) Kevin said the District needs to go through the site plan committee to put up a sign for our building.
- 4) Report from Committees.
- i) No report since the last meeting.
 - ii) The open house is delayed for spring.
 - (1) An open house and thank you for staff was discussed and Kevin said the workload for himself and staff is just too high to plan for this.
- 5) Old Business.
- a) Rental agreement on tower.
 - i) There were some revisions made and there needs to be one more change as a word was left off. The rental agreement currently is up to \$1,300 a month and will go up 2.5% a year. Ray has the agreement to review. Kevin will tell the company to go forward after the changes are made. Earl indicated it was agreed to go forward on this last month.
- 6) New Business.
- a) Authorize staff to proceed with obtaining ARRA funding.
 - i) Kevin said that staff has been busy with this and did obtain the DUNS number. Now the District has to comply with the Davis Bacon Act and pay Federal prevailing wages rather than state. The District needs to see which wages are higher.
 - (1) The Selmer Company wants \$10,000 to do the research to figure out how much is owed in wages. Kevin said the cost is reasonable. Earl said to possibly receive 750,000 dollars he is ok to pay this.
 - (a) The District is in the fundable range and hopefully the amount drifts upwards. Kevin is comfortable with spending the money now with the document in hand indicating the District is in the fundable range.
 - (2) **Alex made a motion to have staff proceed to contract with the Selmer Company to identify the differences, if any, between the state and federal prevailing wages in order to meet the requirements of the Davis Bacon Act/second-Mike/carried unanimously.** Alex asked when this had to be done, and Kevin said he asked Linda Miller if it had to be done by January 27 and she said no, but the District needs to proceed with this. The commissioners agreed to do this sooner rather than later.

- (3) Accept legal statement from the attorney discussing rights in land. Ray drafted this and it was forwarded to Steve Kluesner and Linda Miller. Linda accepted this. Kevin said it was well written and showed the easements.
- b) Review budget status for year end purchases.
 - i) Earl made the new tables for the boardroom and they are great.
 - ii) Kevin's recommending to purchase the fax machine as an attachment to the current copy machine.
 - iii) Kevin asked about dedicating funds from the current budget for capital items to purchase an item in 2010.
 - (1) Earl said to see how the District can properly account for this as Kevin is held to a Capital Budget and wants to postpone some purchases for next year.
 - iv) Approve purchase of a salter attachment (1,570) for truck and a tapping machine (2,652). Kevin said this would tap ductile mains and will pay for itself with 3 services. Both were budgeted for. **Alex made a motion to approve the purchase of the salter attachment and the tapping machine/second-Mike/carried unanimously.**
- c) Task order for Strand to design sewer utility relocation plans that will be reimbursed by the DOT.
 - i) **Mike made a motion to approve Strand task order number 09-06 for a lump sum fee of \$21,445 to design the sewer relocation for the DOT project/second-Alex/carried unanimously.**
 - ii) Midwest water industry expo.
 - (1) Mike discussed this with Kevin and requested reimbursement to attend the expo. This is a 2 day expo with vendors regarding water/wastewater industry. You attend presentations which includes vendor talks at various stands.
 - (a) Kevin is glad to see that a commissioner is interested in attending the expo. Kevin may want to have Mike talk to certain vendors. The room cost is \$99.00. Mike is requesting reimbursement for the expo, room, and mileage. **Earl made a motion to approve the expo fee, hotel, and mileage for Commissioner Gelhar to attend the 5th annual Midwest water industry expo provided the reservations are made by District Staff/second-Alex. Roll call: Alex – yes, Earl – yes, Mike – abstained/carried 2-0.** Mike will bring back a form showing the mileage.
- 7) **Mike made a motion to go to closed door session/second-Alex/carried unanimously.**
- 8) **Mike made a motion to return to open session/second-Alex/carried unanimously.**
 - a) **Mike made a motion to approve compensation level to step 10 for Kevin and to update the compensation chart to the current numbers as discussed in closed session/second-Alex/carried unanimously.**
- 9) Adjourn.
 - a) Mike made a motion to adjourn/second-Alex.

Respectfully submitted: _____
Rose Mraz, Office Manager

Approved: _____
Earl Lawrence, President