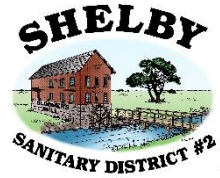


TOWN OF SHELBY
Sanitary District #2 Minutes



DATE & TIME: August 8th, 2019 4:00pm

LOCATION: Shelby Town Hall 2800 Ward Ave.

PRESENT: Chairman Bob Mueller, Commissioners Kurt Knutson & Steve Lundsten,

ABSENT: Clerk & Jeff Brudos/Administrator

ALSO PRESENT: SEH Representatives - Randy Sanford, Tory Leonard and Brea Grace,
Town Board Supervisor Renee Knutson

Attendance List: Public Works/Terri Wright, Water Operator/Dan Odeen

1. Meeting called to order by Mueller at 4:06 pm.
2. Motion by K Knutson/ S. Lundsten to approve the minutes of July 11th – see attached. Motion carried.
3. Chairperson updates: Administrator search / potential candidates. Modification to some of the job description.
4. Public Works updates: Possible sink hole by Pammel Creek inverted siphon. Dan Odeen discussed the ongoing meter issue at the Pammel Creek Trailer Park. He will research options available to us, including possible replacement costs and present them at the next SSD meeting. Requested authorization to purchase a spare chemical pump. (\$880.00 purchase price approved). Discussed the need for more certified back up on the utilities. Eric is currently working towards that goal. Also mentioned the goal of adding more technology to monitoring our system and billing. GIS mapping - could be a huge time saver.
5. Motion by K. Knutson/S. Lundsten to approve the Sewer Open Invoices from July 11th to current of \$109,980.70 – see attached. Motion carried.
6. Motion by K. Knutson/S. Lundsten to approve the Sewer Check Register from July 11th to current of \$411.36 – see attached. Motion carried.
7. Motion by K. Knutson/S. Lundsten to approve the Water Open Invoices from July 11th of \$23,917.03– see attached. Motion carried.
8. Motion by K. Knutson/S. Lundsten to approve the Water Check Register from July 11th of \$3,341,72 – see attached. Motion carried.
9. CMAR Report - the SSD authorized Dan Odeen to submit the report. Dan will address that this week.
10. SEH Review - DNR has received the application for soil boring. SEH requested that the SSD choose a bid and authorize SEH to contract with one of them for the boring.

Discussed radio survey and requested that the SSD approve the bid with Emergencies to be sure that the communication between wells #1 and #2 is strong. Brea updated on the projects submitted for the Safe Drinking Water Loan application. We are 1 of 36 applying. SEH will be re-submitting in hopes of boosting our score. Final ranking of applications will be in October. SEH also requested the SSD pick a date for a Public Information meeting in September. They have prepped material for the communication plan and the presentation itself. Rate increase needs to be in place by June 1st, 2020. SEH will offer feedback on the La Crosse Rate Study at our next meeting.

11. Motion by S. Lundsten/K. Knutson to approve Chosen Valley for the boring project at the quoted price of \$2755.00 allowing for 10%. If higher than 10%, SEH will contact the SSD to discuss.
12. Motion by B. Mueller/K. Knutson to approve Radio Path Survey by Emergencies to test radio communication between well houses #1 and #2.
13. Date chosen for the **Public Information Meeting is Wednesday, September 25, 2019. (tentative time - 6:00 pm)** Please **reserve space at the Fire Station** for the meeting. SEH will prepare the agenda. Included will be a general information segment as well as a segment reserved for the Arbor Hills residents.

Meeting adjourned at 6:18 pm.

Next regular scheduled meeting is scheduled August 29, 2019 at 4:00pm.

Respectfully submitted,

Renee Knutson - Town Board Supervisor