**Moose Lake Windemere Area Sanitary Sewer District**

**Approved Regular Meeting Minutes**

**March 20, 2019**

**@ MLWSSD Office**

1. The regular meeting of the MLWSSD was called to order on March 20, 2019, at the District Offices. Chairman Kuster called the meeting to order at 5:30 p.m. Those members in attendance included: Chairman Byron Kuster, Cliff Koski, Clair Strandlie, Henry Gretsfeld and Eric Nielsen. Also in attendance were: Executive Director Darla Hall and Superintendent Keith Newman.

2. Approval of the Agenda: There being no changes to the agenda, a motion was made by Strandlie second by Gretsfeld to approve the agenda as presented. Motion carried 5/0.

3. Guests: None scheduled

4. Approval of the Minutes: Regular Meeting Minutes February 28, 2019: Board members reviewed the minutes from the February 28th meeting. It was noted that the number of homes in the Kenwood North area being considered for lateral line inspections should be 22 homes and not 12. Motion was then made by Strandlie second by Koski to approve the MLWSSD Regular Meeting Minutes of February 28, 2019 as corrected. Motion carried 5/0.

5. Executive Directors Report:

 a. Lateral Line Inspection Discussion: Chairman Kuster, Henry Gretsfeld, Executive Director Darla Hall and Superintendent Newman met with the City of Moose Lake to discuss inspecting lateral lines in the Kenwood North area on March 14th. City representatives present were Mayor Ted Shaw, City Administrator Tim Peterson and Public Works Phil Entner. The City Administrator discussed the fact at this time they have no policy in place to do anything to force the homeowner to repair lateral lines and they felt the cost to have visual inspection done was excessive. City did talk about possibly adopting the point of sale inspection at some point. Kuster explained to the City that the District is trying to reduce I&I since we are penalized for excess flows. Temporary meters were discussed and it was suggested to contact our engineer and the City engineer about putting in a temporary meter, ideally measuring in a wet season and then again in the winter to give an idea of actual usage.

Chairman Kuster informed the District that the City believes if they do lateral line inspection in one area they have to do them everywhere and that the City Council wouldn’t likely support the project. District discussed the point of sale inspection and it was suggested if the City does adopt a policy like WLSSD’s language perhaps the District could use the same format. The lateral line inspection project was discussed and Kuster brought up a suggestion of perhaps offering an incentive if the District were to go thru the home for the inspection and find something wrong with the lateral line, the District could pay a portion to help with the repair rather than paying the higher price of going thru the main to inspect the lines. It was questioned how much Midway Sewer would charge per home to get a rough idea on cost savings. After much discussion it was decided to hold off on the Visu- Sewer project of inspecting lateral lines in Kenwood North. More information needs to be gathered regarding Midway Sewer cost per home as well as cost of installing a temporary meter in manhole.

Chairman Kuster discussed a bill that was supported by State Representative Mike Sundin for Inflow and Infiltration Grants for the metro area cities in dealing with capital improvements to reduce I&I in municipal collection systems. Kuster suggested perhaps they could introduce something as such for this area. Kuster to try and get more detail on the bill that was introduced.

6. Superintendent Report: See Keith’s report for the full month activities. Superintendent Newman notified Quality Flow that the District is moving forward with the needed repairs at Station 2 and C. They will coordinate the repairs at such a time that they will be able to complete the remaining station inspections at the same time.

Newman notified and sent the signed proposal to Todd at Visu-Sewer for the CCTV sanitary sewer inspection for the balance of Unit 2 of the system. Keith also informed Visu-Sewer that the District will not be acting on the LETS proposal (lateral line inspections for Kenwood North) at this time as the City of Moose Lake does not want to participate for the four homes on the line.

7. Treasurers Report: Treasurer Nielsen reviewed the February 28, 2019 balance sheet and profit and loss statement with the Board. Nielsen had reviewed the bank reconciliation and statements and found the books to be in order. The balance in checking as of February 28, 2019 was $29,030.75. Claims submitted for payment today include two EFT payment for payroll as well as check numbers 11785 thru 11800 for a total amount of $13,570.60. Treasurer Nielsen noted that a CD is coming due in July and he will check into rates as that gets closer to maturity date. Nielsen also noted that the bank fees for the checking account seem to have increased. Nielsen will contact the bank to see how those fees are calculated and see if he can negotiate a better money market rate as well. Chairman Kuster commented that Members Coop has a companion savings that deals with CD’s and Northwood’s Bank has good rates as well and may be worth checking into. Motion was made by Koski second by Gretsfeld to approve the treasurer’s report and payment of the claims for a total amount of $13,570.60 which includes two EFT payments as well as check numbers 11785 thru 11800. Motion carried 5/0.

8. Old Business

 a. Flow Numbers: The average daily flow for the month of February was 57,787.

 b. Update on Annual Township Meetings: Henry Gretsfeld gave the report to the Windemere Township at their annual meeting and reported that they had no questions. Chairman Kuster attended the Moose Lake Township annual meeting and suggested that perhaps next year a map of the system be provided to better explain where the system is actually located. Kuster did receive questions on what the levy is actually used for and he explained to the residents that a lake study had been done as well as several expansion studies. Kuster suggested perhaps the District look at possibly lowering the levy in September of this year as the ponds are at 90% capacity according to the City of Moose Lake, and expanding our system doesn’t look likely at this time due to expensive cost to homeowners, etc.

9. New Business: None

10. Adjourn: There being no further business to discuss a motion was made by Gretsfeld second by Strandlie to adjourn the meeting, the motion carried 5/0 and the meeting adjourned at 6:25 p.m.

Minutes by Darla Hall, Executive Director