

Moose Lake Windemere Area Sanitary Sewer District
Approved Regular Meeting Minutes
Wednesday, April 15, 2026
@ MLWSSD Office

1. The Regular Meeting of the Moose Lake Windemere Sanitary Sewer District was called to order by Vice-Chair Paula Engstrom at 5:30 p.m. Members present included: Steve Aldrin, Eric Nielsen and Clair Strandlie. Chairperson Byron Kuster was absent. Others present included: Superintendent Brett Collier, Water Control, LLC, Executive Director Brian Fritsinger, Fritsinger Management Services, LLC, and Erin Lambert.

2. Approval of Agenda: Motion made by Nielsen second by Strandlie to approve the amended agenda including the addition of the discussion on a special meeting. Motion carried 4/0.

3. Approval of Minutes:

- a. Motion made by Strandlie second by Nielsen to approve the March 18, 2026, Regular meeting minutes including the spelling error correction to the word “properties” on page 2. Motion carried 4/0.

4. Executive Directors Report:

- a. Variance Application – Fritsinger updated the Board regarding his discussions with Attorney Thibodeau. She has determined that the variance language in District Ordinance #1 will need to be amended to be in alignment with current state law. As a result, Fritsinger is not looking for any formal action on the ordinance, application form or process tonight. However, should any member of the Board have feedback on those documents he would appreciate hearing it. The Board had no feedback to provide at this time.
- b. City of Moose Lake 2026 Proposed Rate Increases – Fritsinger reminded the Board of the City’s intent to increase the 2026 rates effective on January 1, 2026. He noted that this issue is now a component of the contract negotiations and has no new information to share.
- c. Special Meeting – Fritsinger informed the Board that the City has finally provided a counterproposal to the District’s October 2025 contract proposal. Attorney Thibodeau has suggested a special meeting to discuss the City’s proposal and the District’s response. After discussion, the Board agreed that it made sense for a small group of the Board meet with the District Attorney. Fritsinger indicated that the smaller group including Nielsen, Kuster and himself could meet with Attorney Thibodeau on May 8 and the Board could look at a special meeting of the full board where it discussed the outcomes of the May 8 meeting on May 11, 13 or 18.

Motion made by Strandlie second by Aldrin to schedule a special meeting for May 11 @ 5:30 pm here in the District office for the purpose of discussing a response to the City’s latest contract proposal. Motion carried 4/0.

5. Guests: Vice- Chairperson Engstrom welcomed Erin Lambert and invited her to provide an update on the status of the Sand Lake Resort project. Ms. Lambert noted that they had accepted a sewer relocation bid in the amount of \$65,736.50 from Gustafson Excavating, dated April 7, 2026, executed April 10, 2026. This bid was to relocate the MLWSSD line pursuant to our Amendment Agreement, dated

September 12, 2022. Section 3.3 of the Agreement provides that DSLR will post a letter of credit in the amount of 120% of the accepted bid to relocate and construct the proposed new sewer line.

They expect demolition to get underway on or about May 1st and reconstruction and relocation of the new sewer line to occur sometime in late May or early June so as to permit construction of the new building immediately thereafter, which should open August 1, 2027.

Discussion took place regarding the project, and the Board had several questions for Ms. Lambert. The Board asked that for the next meeting agenda an item be added related to the Lamberts draws from the escrow and whether or not 2 representatives of the District could authorize withdrawals. Mr. Fritsinger was asked to also review the escrow agreement and both parties' responsibilities to comply with the terms of the agreements. He should also review the agreement in terms of the methodology to be used for any billing adjustments for DSLR as sewer usage is suspended during this reconstruction.

6. Superintendents Report: Brett Collier Water Control, LLC:

- a. Monthly Report - See April 15, 2026, written report as prepared by Superintendent Collier.
 - He reviewed that he has continued to have problems with the SD card readers at all lift stations this past month. Pump Station 1 display pad hasn't been working at all. He questioned the value of the use of the SD card system. The Board asked that this item be placed on the next meeting agenda.
 - Quality Flow finally reached out to 218 TEK.
- b. Permits: One Certificate was issued, 2026-03, to Tyler Rosen at 4625 Casper Road.
- c. Meter Installation Project – Fritsinger updated the Board regarding the status of issues related to the Mag Meter project. He reminded the Board that this was a major component of the District's most recent contract proposal to the City. Unfortunately, the City Engineer determined that the proposed site would not work, and the City proposed some alternative ideas. The District's Engineer, Bolton & Menk reviewed the City's findings and agreed that the proposed site was problematic. In response, Chairperson Kuster provided some information from previous negotiations which aligned with the City's findings.

Fritsinger will attempt to meet with Mr. Collier and our Engineer prior to the special meeting just scheduled by the Board to discuss and review the options.

- d. Flow Numbers – Updated February 2026 flow numbers were presented including City SCADA data. The City had not yet billed or provided the monthly SCADA numbers for March, so the flow report only includes the District information and no billing.

7. Treasurers Report: Treasurer Nielsen began by reviewing the account payable aging summary report and the profit & loss and balance sheet with the Board for the month ending March 31, 2026. Nielsen had reviewed the reconciliation and found everything in order. Claims were presented for payment and included check number 13277 through 13296 as well as two EFT payments for a total amount of \$23,898.61. The District continues to withhold the monthly ERU and 2026 rate increases from the City of Moose Lake subject to reaching an agreement. To date in 2026 the amount withheld is \$15,138.38.

Strandlie moved second by Aldrin to approve the monthly Treasurer's report, financials and payment of March claims. Motion carried 4/0.

8. New Business:

a. Windemere and Moose Lake Township Updates: No formal updates were provided.

9. Other/Old Business – Fritsinger updated the Board as to his work with Attorney Thibodeau on changes and updates to Ordinance #1. She will be working on an update, including the variance language and provide that in the near future for feedback. Once Ordinance #1 is complete we will start working on Ordinance #3 and the Policy & Procedure Manual. Fritsinger also highlighted that they had discussed the Board's question regarding legal responsibility for on-site septic in all of Windemere and Moose Lake Townships. Attorney Thibodeau did not have any concerns with the County managing those areas not serviced or within 400 feet of the District sewer system. However, there is some question regarding the statutory role of the District as it relates to recent discussions about a new sanitary district around other lakes within these townships.

10. Adjourn: Motion by Aldrin second by Strandlie to adjourn the meeting. Motion carried 4/0 and the meeting adjourned at 6:26.



Minutes by Brian Fritsinger, Executive Director