

# LAKE WAPOGASSET & BEAR TRAP LAKE SANITARY DISTRICT

## MEETING MINUTES, October 7, 2019

The October meeting of the LWBT Sanitary District was called to order by President Dave Erspamer at 7:00 in the District Office.

Commissioners present: Dave Erspamer, Commissioner-President; Mark Tryggestad, Commissioner-Treasurer; Dennis Badman, Commissioner-Secretary; Mark Jacobson, Commissioner.

Employees present: Neil Pickard, Chad Ruff and Heidi Erspamer.

Guest present: Ryan Hanson

Minutes of the September meeting were approved as distributed on a motion by Commissioner Jacobson and a second by Commissioner Badman. Motion passed. Publication of the open meeting notice was acknowledged.

### **TREASURER'S REPORT**

Total income for the month of September was \$12,275 and total expenses were \$12,673. Net income was -\$398.

### **OPERATIONS REPORT: Office**

Heidi reported that we received word from the DNR that the 2020 Clean Boat Clean Waters' grant has been accepted. She will be working on quarterly tax filing and quarterly DNR reporting in the next couple of weeks.

### **OPERATIONS REPORT: Maintenance**

Neil provided a written summary of September's maintenance activities to the board. In terms of general maintenance, floats, switches, and battery back-ups were installed at various lift stations. There were no major maintenance issues. Neil also reported that he has been working with Michael Markee, researching GIS software for mapping the sewer around our lakes. It is similar to the system used by the County, and it looks like layers (i.e., property boundaries, owner/address information and aerial views) can be shared. As for upcoming work, we expect to finish the connection of the flow meter to the SCADA system soon and there is still work to be done on LS #12. (A new conduit and possibly a transducer, a second new pump in order to complete the upgrade and also sealing the inside of the well to limit the influx of groundwater). Heidi added that Les Mateffy, District Engineer, made some site visits to specific locations with us. She also gave a DNR inspection update which included following up with them when the flow meter installation is completed and also arranging for summer mowing closer to our ponds. Commissioner Badman reported that he learned of another vendor that we could consider for our lift station work. They are the same ones used by the City of Amery.

### **OLD BUSINESS**

Final Harvesting Report. In compliance with our annual harvesting permit, a final written report was submitted to the DNR. The harvesting equipment has been put in storage and Neil and Denny continue to work together on plans for next year. The dump truck will be brought to Toombs for some necessary maintenance.

Lake Management Plan. Heidi is to call Steve Schieffer to help plan next year's harvest and the studies we need in order to maintain permit compliance. We will involve Cheryl Clemens, too, when her time becomes more available. The board recommended that we follow Alex's (DNR) recommendations as to how to proceed. Mark Jacobson and the Lake Management committee are still looking at options for reducing the South Shore runoff.

South Shore Drive Sewer Extension. Commissioner Badman moved to accept conveyance of this sewer extension over to the Sanitary District contingent upon: 1. Final written approval from District Engineer, Les Mateffy. 2. All documentation per the Developer's Agreement is provided to the Sanitary District. Commissioner Jacobson seconded this motion and motion passed.

## **NEW BUSINESS**

Russell/Baugher Shared Lateral. While researching a plumbing permit, the Sanitary District learned that these two properties shared a single connection to the main sewer line. Upon our Engineer's recommendation, a motion was made by Commissioner Jacobson and seconded by Commissioner Badman to require the homeowner without a service line on their property to install their own separate connection to the Sanitary District's main sewer line, which would be at the homeowner's expense. Motion passed. Heidi added that she has been in discussions with both property owners and they understand that one service line serving two properties is not desirable for a variety of reasons and that that the outcome of a separate lateral will be in the best interest of all parties.

Ferrosso Non-User Service Connections. Steve Ferrosso approached the board regarding two lots on which he currently pays non-user fees. Based on information from Polk County Zoning and a site visit by Sanitary District staff and the District Engineer, it was determined that one lot was non-buildable, while the second lot could have a building on the property and connect to the sewer either via manhole or through the existing service connection. A motion was made by Commissioner Tryggestad and seconded by Commissioner Badman to grant an exemption to Mr. Ferrosso from paying Sanitary District non-user fees for the one unbuildable lot. Motion passed.

Delinquent Accounts. On a motion by Commissioner Tryggestad and a second by Commissioner Badman, twelve delinquent accounts were transferred to the Township for inclusion on the Polk County tax roll. Motion passed.

Commissioner Tryggestad moved to adjourn at 7:50. Seconded by Commissioner Jacobson and passed. Our next Sanitary District meeting is scheduled for Monday, November 4<sup>th</sup> at 7:00 p.m. in the District office.

Respectfully Submitted,

Heidi Erspamer, Recording Secretary