

# LAKE WAPOGASSET & BEAR TRAP LAKE SANITARY DISTRICT

## MEETING MINUTES, October 12, 2020

The October meeting of the LWBT Sanitary District was called to order by President Erspamer at 7:00 p.m. 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 and Heidi Erspamer.

Guest present: None.

Commissioner Tryggestad made a motion to correct the September meeting minutes to more accurately describe what is still needed from Engineer Mateffy (easement approval) before conveyance of the South Shore Drive sewer extension can be made to the Sanitary District. It was noted that Mr. Mateffy recently submitted his inspection report and sewer installation approval. Motion to edit the September minutes was seconded by Commissioner Jacobson and passed. Publication of the open meeting notices were acknowledged.

### **TREASURER'S REPORT**

Income for the month of September was \$1,479.53 and expenses were \$51,749. Mark Tryggestad, Treasurer, reported that the numbers look normal for this time of year.

### **OPERATIONS REPORT: Office**

Heidi reported that much of her time since the last board meeting has been spent on the recruitment and selection of her replacement as Office Manager.

### **OPERATIONS REPORT: Maintenance**

Neil provided the board with a written maintenance report; which he also verbally summarized. Our pond study is still in progress and we have quite a bit to do before the analysis is complete. Staff have been in ongoing contact with Engineer Mateffy on this project. We currently have a rental pump in Lift Station #1 because a seal fail indicator came on. Tri-State is checking this out. Tri-State also checked-out and reinstalled pump 1 in Lift Station #3. We will continue to monitor Lift #3 to see if the VFD is an issue. Also, the VFD in Lift Station #13 was replaced along with the base mounts for pumps. Lift Station #7 experienced continual run time and lack of seal on pumps. We replaced the check valves, one pump flange and two base mounts on Lift #7. Neil noted that since the base mounts around the system are all about the same age, and will eventually be needing replacement, for efficiency we may want to piggy back on other lift station repair projects so multiple base mounts can be replaced while our vendor is already onsite. Pump-out and cleaning (to remove sludge and do maintenance) on lift stations #17, #13, #12, #7, #6 was also recently completed.

Neil asked the board about our second unused large generator and if we should consider selling it; perhaps putting the money toward getting a small pumper truck for the District. During board discussion, the commissioners asked about how well our current pumping situation works and how much we pay vendors for pumping each year. A concern about needing extra staff to run the pumper was also expressed. As another option, Commissioner Tryggestad recommended we also look into purchasing a smaller generator (that could slide in and out of our current truck). Maintenance staff will look into these options.

In terms of upcoming maintenance: R & R Repair will be out to repair the sewer line by Lift Station #16; Hydroclean has been contacted about sealing our wet wells, but we don't know the dates yet; and we will be taking test well samples next month for our fourth quarter Groundwater Report. Commissioner Tryggestad asked if it would be possible to have our lift stations labeled on the oversized office map so everyone can easily see the locations being discussed. He also asked about

access to notes as to what is going on at each lift station. Heidi said that she keeps a hard copy file of each lift station's repair records (invoices). Maintenance staff also keeps repair records. Neil added that information for each lift station can eventually be put on the GSI system that we are working on.

## **OLD BUSINESS**

Harvester. The property where we have been storing the harvester has been sold. We have learned that the buyers may be interested in continuing to rent to us, but we haven't received a proposal from them yet. We may want to consider putting up a storage shed at the Sanitary District for the purpose of storage and protection of the harvester, conveyer, truck and other potential harvesting equipment. Based in the harvester's size, we may be looking at a 40 x 60 shed. Neil will look closer at our size requirements and will also check into prices.

Lift Station #9 Upgrade. Neil reported that the Lift Station #9 upgrade is in process. He said that we need to be conscious of the weather and our ability to access the station, so as to minimize lawn damage. He added that we may want to contact the nearby homeowners regarding our project, reminding them that this is big "redo" (once in 20 years) and that we will make lawn repairs once the upgrade is complete. Commissioner Badman added that we may want to use the mats we purchased earlier this year.

## **NEW BUSINESS**

Delinquent Accounts. Commissioner-Treasurer Tryggestad made a motion to transfer our 6 delinquent accounts over to Lincoln and Garfield Townships for inclusion on the tax rolls. Commissioner Jacobson seconded the motion. Passed.

Commissioner Badman moved to adjourn at 7:30, seconded by Commissioner Jacobson and passed. Our next Sanitary District meeting is scheduled for Monday, November 9<sup>th</sup> at 7:00 p.m. in the District office.

Respectfully Submitted,

Heidi Erspamer, Recording Secretary