

WELLS COUNTY REGIONAL SEWER DISTRICT BOARD MEETING MINUTES
May 10, 2021

Board members present:

Mike Mossburg
Leon Berning
L.A. Brown
Bruce Stinson
Andy Stoller

Nate Rumschlag, County Engineer
Ryan Lefeld, Choice One Engineering
Mark Burry, Attorney Miller, Burry & Brown
Davis Lamm, BCS Management

Call to Order

Mike called the meeting to order with the pledge and prayer by Andy.

Approval of Minutes

Approval of Minutes from April 12th meeting. Motion by Leon, 2nd by Andy. Motion Carried 5-0.

Review of Claims and Account Reconciliation

Review of claims prepared by Trent and reviewed by Mike. Trent's report totals balance of district's claims for \$21,946.80. Motion to approve the claims by Bruce and 2nd by LA Brown. Motion carried 5-0.

Engineering Reports

Ryan reviewed the project schedule and the project start dates for construction. Liberty Center should start construction in June, and VTF is planning to have 4 crews working on both projects in August. Ryan expects that both service areas will be online by the end of the year with connection notices going out then. Ryan also reported that submittals have been submitted and all current submittals have been reviewed and approved. Some variances have come in from VTF due to availability of parts in this post COVID market.

Andy – are you approving variances now?

Ryan – Yes, we are due to availability of parts and the schedule for construction.

LA – is there a shortage on the grinder stations?

Ryan – No

LA – the delay is still a disappointment

Ryan – VTF plan is to double up crews once materials start to arrive.

Mike – asked board to plan to attend the June 8th council meeting to request access to funds to start the next phase of work.

Ryan – we want to start as soon as possible on the engineering of work so we don't risk missing a deadline for the permits and accepting SRF funding.

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Attorney Comments

Mark presented to the board notice letter for residents.

Andy asked that the letter use the term "interim rate".

Nate commented that a stamp for depositing checks is being made for Adams Wells Internet to make deposits for the board.

Mark presented the Superintendent contract to the board in a template format and part-time nature. Mark commented that once the agreement is signed for the position that LA will need to resign from the board. The board discussed removing PERF from the agreement and LA and the board agreed that it was not necessary.

Board set the salary at \$24,000 per year and mileage to be reimbursed at the federal rate.

Mark discussed that the board could authorize the contract be signed by the board president once edits were made. Mark responded to LA that once he signed the agreement he would need to resign from the board.

Andy made the motion to approve the superintendent contract coordination and authorization board president to revise the agreement and sign on behalf of the board. Motion was 2nd by Bruce. Motion carried 4-0. LA Brown abstained from the vote.

Dr. Johnson signed connection agreement for future connections for development.

Tom Neunschwander

Tom reviewed for the board the current insurance policy renewal and how the renewal has increased for the next year. Tom then reviewed for the board miscellaneous policy amounts and terms.

The policy will cost \$2,382 which increased \$184 from last year.

Leon motioned to approve continuing the insurance policy. Motion was seconded by Bruce. Motion carried 5-0.

Tom asked about ownership to get coverage as the project progresses. Once you take ownership the district will need additional insurance coverage for those pumps and stations. Tom asked the board if they wanted to increase the umbrella policy from \$1 million to \$5 million. The cost to the board will be in the range of \$2,500 annually.

Tom also asked about workers comp and when should he start a policy? He recommended the board proceed.

Board agreed that they should start worker's comp starting May 14th.

Superintendent Report

Nate reviewed the superintendent report and updated the board on connection changes and customer list updates. Mike asked should this not have been reviewed by BCS? Davis responded that projects this size don't usually have a property-by-property review.

Andy – does this get us below the budget numbers, and will the loss of customers affect the district negatively?

Nate – No we are still positive since the budget preparation.

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Mark – The state’s closing required that the district create and start interim bills in May for interest and operating expenses.

Mike - this is the reason we needed to proceed with the rates and billing system as part of the rate ordinance.

Board Comments

LA brown had 2 more sewage agreements for voluntary connections.

LA Brown reported that Scott Minnear wanted to have addresses changed on his billing address.

LA asked if Carla could change addresses on the bills for mailing purposes. Board agreed that this should be done for the situations requested.

Leon – asked if we need a planning meeting and date set?

Andy – 3 dates were offered by SRF.

Leon – asked if he could attend @ Nate’s Office.

Leon – how long do homeowners have to decommission their septic systems when we move to order connection?

Mark – the term is typically 90-days. The intent is to have our inspector do the decommissioning and tap inspections together to avoid needing both the RSD and health department to send staff to each home.

Davis asked about the SOPs and actions the board wanted to take. Mike commented that the board was not planning to review or approve them tonight. Intent is to let LA and Mark recommend and adopt actions. Board had previously approved contract bid management, and board meetings.

Motion by Andy to take under advisement, 2nd by Bruce. Motion carried 5-0.

Nate was asked and commented that Roger Richardson will get the old RSD website removed from search engines so the public only see the current RSD website.

Mark reviewed the exception list and letters that need to go out to the public.

Public Comments

Andrea Grim came before the board asking why a \$35 bill was sent out without any explanation. She was told there would be some notice with explanation of the rates and when work would start. The billing started about the same time as the sewage problem surfaced in front of her house.

Andrea lives at 3559 N. Mathews road and she has sewage in her yard coming from her neighbors. Andrea commented to the board that she filed a complaint of off-site sewage with the HD and wanted to know what the RSD wants her to do.

Nate commented to the board that they can’t make recommendations for dumping or solutions that are in violation of state health code.

Marlene Hoag responded with a history of the situation and what the HD was planning to do.

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Mark Burry responded that the RSD doesn't have authority on the matter.
Andrea asked about a dye test.

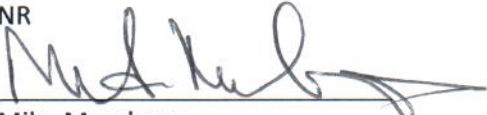
LA Brown commented that a dye test will likely affect all of the homes in the area.

Marlene briefed the board on a septic system in Tocsin. Marlene asked that this situation and others are causing issues across the county and could the district find ways to get service to locations in the current plan.

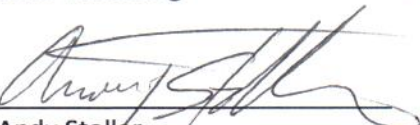
Seeing no other comments Mike opened the floor for a motion to adjourn.


Motion to adjourn – Bruce, motion 2nd by Leon. Meeting adjourned. 5-0

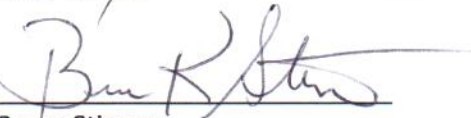
Next meeting is a regularly scheduled meeting for June 14th at the regular time.

NR

Mike Mossburg


Leon Berning


Andy Stoller


~~Lewis A. Brown~~


Bruce Stinson

JON OMAN