

**MINUTES
TRI-LAKES REGIONAL SEWER DISTRICT
AUGUST 13, 2012**

CALL TO ORDER – Board President, Dan Stauffer, called the meeting to order at 5 pm. The meeting was held at the District Office, 5240 N. Old 102.

ROLL CALL – Roll call was taken and all Board members were present except for Janet Moss. Also present were Nel Mann, Cliff Creason, and Steve Carter of Umbaugh & Associates.

ANNOUNCEMENTS – None

CUSTOMER CALLS/CONCERNS/INQUIRIES DIRECTED TO TRUSTEES -- None

MINUTES & REPORTS – All reports (Minutes, Financial, Operations, and Maintenance) for June and July were emailed to Trustees prior to the meeting for review. Dan asked if there were any additions, deletions, corrections, or additional questions on any of the reports. There being none, Mike made a motion and Sue seconded to accept all reports as presented. The motion carried by unanimous vote.

COMMITTEE REPORTS -- There were no committee reports.

OLD BUSINESS --

- Nel updated the Board of the following items:
 1. Letters were sent to contractors for quoting on the influent flow meter installation project; only two responded and there will be a meeting with them and Schnelker soon to go over the various options.
 2. The District's 2007 Dodge pickup truck was purchased by Rod Hattery for \$6,500.
 3. Aquatic Weed Control sprayed the weeds in the rip rap and fence rows at the lagoons.
 4. The two homes that we thought had been connected to a grinder through one lateral has been found to have been connected by separate laterals into a stubbed-off 'T' connector installed by contractors who did initial line installation. Apparently, they did several in the Goose, New & Old Lake area this way; they will be documented as they are found.
 5. We are still working through Legal on the rehab warranty work at the School Lift Station.
 6. We are currently discharging but will likely stop within the next week or two because of TSS numbers.
 7. Mail to the post office box has all but been eliminated and box will be closed soon. Nel is working with 3Rivers on remote capture of checks so that we can almost completely eliminate the District's need to make daily trips to town for mail and banking.
 8. Nel told Board members that they were going to need to consider painting and re-carpeting the office area, replace the copier/fax because of inability to get parts, and to repair or replace the non-functioning water softener soon.

- Steve Carter from Umbaugh & Associates discussed the various available options for the Phase 2 bond payments. He reviewed with Board members the actions taken in the past relative to debt-service loans. There were a lot of questions asked and options proposed on how to handle the Phase 2 loan payments starting in 2015. Steve will look into various options and report back to the Board at their next meeting.
- There was no other old business discussed at this meeting.

NEW BUSINESS

- Nel provided the Board with a minor revision to the District's Lateral Connection Specifications relative to the fees charged for not securing a permit when altering the sewer lateral or sewer vent. The Board had no problem with the revision but Dan did request that it be passed by Legal before adoption. Nel will transmit the revision to Matt Shipman for review and approval.
- Nel informed the Board that she had been approached by a customer from High Lake concerning the possible incorporation of their District into ours. There was a small amount of discussion on the information presented, but the topic was tabled until Nel can get more information from Bear Lake-High Lake and from Jim Lauer of Schnelker Engineering. A meeting will be scheduled with both of them, if possible.
- Nel announced that three Board seat appointments were expiring at the end of November and asked the three members (Dan/Smith Township and Sue and David/Thorncreek Township) if there were interested in reappointment. Dan has indicated that he will be stepping down; the other two will be favorable to reappointment. Nel will post these 'openings' on the bill in September.
- There was no other new business discussed at this meeting.

ADJOURNMENT – There being no further business to be brought before the Board, Sue made a motion, David seconded, to adjourn. All Board members voted in the affirmative, and the motion carried. Dan adjourned the meeting at 6:25 p.m.

Susan Schroeder, Secretary