

TOWN OF SILVER CREEK
REGULAR MEETING
SEPTEMBER 10, 2019

The Regular Meeting of the Town Board of the Town of Silver Creek was held on Tuesday, September 10, 2019 in the Board Meeting Room. Present were Supervisors: Greg Hull, Denny Moen and Chuck Voss; Clerk Alison Oftedahl; Treasurer Jamie Pellman; and Town Operations and Facilities Manager Jody Reineccius.

Chairman Hull called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

CONSTITUENTS CONCERNS:

None.

SILVER BAY AIRPORT:

Chairman Hull reported that he is in the process of scheduling an appointment with Silver Bay Mayor Scott Johnson to discuss the Airport. Because the meeting has not yet occurred, there is no status change on the potential sponsorship of the airport.

ROAD & SAFETY:

Road Report – Town Operations and Facilities Manager Reineccius reported that culvert and ditching work has been completed on East Alger Grade to fix the drainage problem that caused ice buildup all last winter. An ongoing project to add additional gravel to Alger Grade is expected to be completed next week. Ditch slopes were corrected at Marble Lake Road. With the recent rain, roads need grading again. Reineccius reported his work with organizers of the Heck of the North Bike Race - some signs and cones will be put up for the race start on Alger Grade Saturday September 28th. Reineccius reported that Allen Anderson covered Thompson's vacation and has been working with them on the larger road projects and sewer installation. Reineccius has been trying to reach Rick Tofte to walk the desired Alder Road turnaround expansion. Tofte has begun working on the survey. Because the turnaround needs to be expanded, and because a new cabin resident would like access, a road alteration hearing as well as the survey and a new easement may be needed. The Clerk has been unable to confirm that a legal easement is on record for Alder Road. Hull noted that sometimes the old roads are discovered to be lacking easements. The Clerk was asked to contact the Lake County Engineer's office to see if they show record of any easement for Alder Road. The group also discussed potential changes to the road considering the steep grade and the bedrock.

SEWER OPERATIONS:

The sewer installation to Ted Vanderbeek's building site has been completed. However, electrical, pump and grinder station will need to be put in once the house is in place, currently planned for early spring. Reineccius reported an issue during the installation in which a tree hit a power line and CLP had to repair it. Only two properties were affected, with power out for just a short time. Reineccius informed the Board he will be gone to St. Cloud from September 30 through October 2 for wastewater training and to take the licensure test for Operator D. He also plans to attend a wastewater conference in Silver Bay at the end of October. This MRWA Conference is free of charge to members.

Oliver/Hammes Utility Easement – The County Recorder's Office does not list Oliver on the deed, so there is question as to the legal utility easement. The Board discussed the issue and a plan of contact was agreed upon.

Wastewater Finances – A CTAS report showing finances from January through the end of August was reviewed and both the Sewer Enterprise and the Sewer Enterprise Replacement funds showed a positive balance. The \$31,279.36 deficit in the Replacement fund has been erased. It was also noted that approximately \$30,000 in receivables are expected from the sewer installations of Oliver and Vanderbeek.

Motion by Moen, second Voss to accept the September 10, 2019 Wastewater Operator's Report as presented below. Passed unanimously.

Wastewater Operator's Report

Influent

January	0.4744 million gallons
February	0.4947 million gallons
March	0.6833 million gallons

April	0.6961 million gallons
May	0.7797 million gallons
June	0.8209 million gallons
July	1.0762 million gallons
August	1.0828 million gallons

As stated before, flows are up and down across all months compared to last year. A lot of it has to do with the business happening at the commercial accounts.

In addition, the district received approximately 0.3500 million gallons of trucked in wastewater during this same period. I don't have actual gallons as of the time I'm writing this.

Effluent

May – Discharged 3.000 million gallons of water
June – Discharged 3.059 million gallons of water.
July – Discharged 4.250 million gallons of water
August – Discharged 3.052 million gallons of water
September – (+ or -) 1 million gallons of water to date

I'm hoping the trend of drier weather continues through the fall irrigation season. Discharging another 3-4 million gallons is the goal. Without large amounts of rainfall this autumn, I will be in the best position for emptying ponds that I've been in several years.

Current Operations

Within the next week or so I will be transferring and settling water for one last push on irrigation. I will probably be out of town during all or part of the water transfer.

We have had 1 grinder pump fail in the last month. It was a 2000 series and is unrepairable due to structural failures. We are holding off on ordering pumps. Let's see what our inventory is after fall inspections.

Connection is completed at the Ted Vanderbeek property. The line is dug in and connected to the grinder station tub. Neither pump nor panel are installed at this time. Unsure of when house will be built. Probably next spring/summer. I have called Rick Tofte to survey easement online and driveway access to the station. Jody, Alison and I will bill out in the near future.

All monthly reports and sampling were done and submitted to MPCA in a timely fashion.

As an FYI – My intention is to wrap up irrigation around the 14th – 15th of October and blow out lines. I plan to leave for Montana on the 16th and return to Minnesota between the 12th and the 26th of November. As in the past, staff can do the daily work on the system, send me the items I need, and I will complete and submit reports while in Montana.

I will be available to back up Paul while Jody is at wastewater training in St. Cloud.

Is there a need for a discussion on a Memorandum of Understanding, at this time, re. my employment?

Pending Maintenance Items

Continue straightening and repairing fencing at the ponds
Check air relief valves throughout the system
Cut out between pump chambers on duplex stations.
Replace flow control valves

Respectfully submitted,
Mike Hoops, Wastewater Operator

STEWART RIVER:

Voss reported that he and Hoops met with Representative Rob Ecklund who agreed to support the Stewart River project and to sponsor it in the House for the next bonding bill.

LAND USE:

A permit for a new garage was issued to the Nelsons.

REVIEW MINUTES:

Motion by Voss, second Moen to accept as amended the August 17th minutes for the CDSSD Land Use Hearing. Motion by Moen, second Voss to accept as presented the August 20th Reconvened Annual Meeting minutes. Motion by Hull, second Voss to accept as presented the August 20th Regular Meeting minutes. Motion by Moen, second Voss to also accept as presented the minutes from the August 27th Special Meeting held at the Silver Bay Airport. All motions carried unanimously.

TREASURER'S REPORT:

The Treasurer's Report was presented by Pellman as follows: TOSC checking: \$73,662.29 and TOSC savings: \$465,595.50 for a total of \$539,257.79. Outstanding Checks totaled \$1,580.14 for a CTAS balance: \$537,677.65. Motion by Hull, second Voss to accept the August Treasurer's Report as presented. Motion by Hull, second Voss to authorize the requested transfer of \$39,000 from savings to checking. Passed unanimously.

READING OF THE BILLS:

The current month's bills were read: claims 8403-8434 totaling \$134,920 and payrolls through 9/13/2019. Motion by Moen, second Voss, to authorize payment of the bills as presented. Because the meeting was early this month, motion by Hull, second Moen to authorize the Clerk and Treasurer to pay any claims that arrive after the meeting with due dates prior to the October 22nd meeting. Both motions carried unanimously.

CORRESPONDENCE:

The Board reviewed the following:

- Email notification of the new Minnesota Wage Theft Law was discussed. The Clerk reported working to meet new requirements. The wage notification forms have been signed by employees. A required notice to accompany each paycheck has been developed. A third requirement to have a list of all policies and include the date they were provided to township employees is in progress.
- The Board reviewed the Clerk's letter to Lake County regarding the repeal of the CDSSD Land Use Ordinance and future zoning preferences.
- Affidavits of Posting were signed.
- Lake Bank ACH Agreement contracts were signed. The current cost of ACH processing has not changed, but the contract on file with the bank was out of date. ACH processing is used for employee payroll direct deposit and for autopay by wastewater customers.
- Lake County approved land use applications and hearing notifications were reviewed.

OLD BUSINESS:

Mowing Contract – The Board decided not to go out for quotes this year based upon satisfaction with the current vendor. Motion Hull, second Voss to approve Wycoff for another year at the same rate. The Clerk was directed to talk to the vendor to confirm.

NEW BUSINESS:

Update MOUs – Each employee's Memorandum of Understanding needs to be reviewed and if necessary updated for compliance with the new Wage Theft Act. Hoops does not have an MOU, so one will need to be created. Hull agreed to work with each employee in reviewing their MOU, the Clerk will type any needed changes and the new versions can be reviewed and approved in next month's meeting.

Pavilion Winter Storage – Motion Hull, second Voss to set the winter storage rate at \$1.50 per foot per month with a rental of six months, the same rate as last year. Carried unanimously. The group agreed upon October 19, 2019 as the drop off date and April 18, 2020 as the pickup date. The Clerk was directed to advertise for two issues of the Northshore Journal: September 28th and October 5th and to take phone reservations based on a first call, first served basis.

Fund Transfer – Motion Hull, second Moen to transfer \$4,000 out of the Road and Bridge fund and into the Road Enhancement fund per the Auditor's request. Carried unanimously. This transfer corrects a situation in which funds spent out of Road Enhancement and later reimbursed by FEMA were receipted incorrectly into Road and Bridge.

PENDING BUSINESS:

Old Town Hall Plan – Moen is working on finding a contractor who could provide an evaluation of the work needed and a cost estimate. The group discussed possible candidates and a strategy of starting local and then branching farther out if need be. It was agreed that it is difficult to find contractors willing to do

renovation work. The Clerk was asked not to take reservations on the Town Hall for May, June or July of 2020 to provide a window for work to be completed. As an alternative, the Pavilion could be offered during those months. If it turns out that construction does not get scheduled, the Clerk could reach out in the spring for reservations at that time.

There being no further business, a motion was made by Moen, second Voss, to adjourn the meeting at 8:47 p.m. Motion carried unanimously. The next regular meeting of the Board will be held on Tuesday October 22, 2019 at 7:00 p.m. in the Board Meeting Room.

Respectfully submitted,
Alison Oftedahl, Clerk