

TOWN OF SILVER CREEK
REGULAR MEETING
JUNE 15, 2021

The Regular Meeting of the Town Board of the Town of Silver Creek was held on Tuesday, June 15, 2021, in the Board Meeting Room. Present were Supervisors: Chuck Voss, Greg Hull, and Chris Jaeger; Clerk Alison Oftedahl; Treasurer Jamie Pellman; Town Operations and Facilities Manager Jody Reineccius, and Wastewater Operator Mike Hoops.

Visitors Present: Katie Anderson, Greg Hull's grand-daughter Victoria Hull, John Christensen, Kris Ambuehl and Nathan Feist.

Chairman Voss called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

CONSTITUENTS CONCERNS:

None.

DEPUTY CLERK CANDIDATE INTRODUCTION:

Oftedahl introduced Deputy Clerk Candidate Katie Anderson. Oftedahl said that Anderson has solid experience and was described by references as trustworthy, reliable and responsible with excellent customer service skills. Anderson provided her background with invoicing, administrative, bank teller and dental office experience. Oftedahl reported that she spoke to outgoing Deputy Clerk Laura Kleive about working more hours, and that Kleive has declined the position. Hull explained that Oftedahl has the sole authority to appoint the Deputy, but the Board controls the wages. After the introduction, Anderson left the meeting.

ROAD & SAFETY:

Road Report – Reineccius reported that road grading and chloride application has been ongoing. However, the pump on the chloride truck needs repair or replacement. He will be working on it. He serviced the Dodge truck, and the skid steer and got all the trailers DOT inspected so they will be ready for hauling. A culvert was relocated on Press Camp Road. He has begun mowing and ditching work. In the cemetery several trees were removed and two more need to be. They plan to replace these with some new trees later on. There was also one grave opening done last week. Screens were installed on the Pavilion for the weekly Yoga classes. And at the sewer, alum was applied to ponds. Reineccius said he also conducted a number of locates for sewer lines.

New Truck Purchase – We are waiting for the truck to be built with delivery still anticipated for January.

SEWER OPERATIONS:

Wastewater Operator Hoops reported that things are going well, and the weather is ideal for irrigating out the treated water. Hoops stated that MPCA permit extensions will be needed for Lavonne Christensen's parcels and for Mark Gerard's parcel. Motion Hull, second Voss to accept the June Wastewater Operator's Report (included below). Carried unanimously.

Wastewater Operator's Report – June 8, 2021

Influent	2020	2021
January	0.4923 million gallons	0.4689 million gallons
February	0.4705 million gallons	0.4855 million gallons
March	0.6453 million gallons	0.7586 million gallons
April	0.3522 million gallons	0.6806 Million gallons
May	0.4592 million gallons	0.6131 million gallons
June	0.7075 million gallons	
July	1.0050 million gallons	
August	1.0035 million gallons	
September	0.7865 million gallons	
October	0.7007 million gallons	
November	0.4779 million gallons	
December	0.4190 million gallons	

Total 7.5880 million gallons

Flows are lower this month as compared to May 2020. That's an anomaly. Lots of traffic on the shore with the great weather.

I do not have figures yet on trucked in wastewater.

Effluent 2021

May – Discharged 2.859 million gallons of water

Current Operations

As of May 31, departure from normal moisture is -.60 inch since January. Although this does not seem like a lot, just getting back to normal precipitation is wonderful for the operation.

We are waiting on the new flow meter at the time I write this, but it was shipped Friday June 4. As soon as it is received, we will install it. It will then be connected to our cellular monitoring.

Jody replaced a couple pumps at Gooseberry Falls State Park Visitor Center. They had pumped millions of gallons.

We sampled sludge in #1 Pond to see what the makeup is of the existing sludge. I'm looking for % of organic vs. % of inorganic. We may be able to adjust our bugs to get better digestion on the organic matter. Sampling has been done as required and all reports submitted to MPCA.

Pending Board Items

Review District Growth Plan

Pending Maintenance Items

Repair leaking flange gaskets in #2 Lift Station
Calibrate lift stations
Cut out between pump chambers on duplex stations

Respectfully submitted,

Mike Hoops, Wastewater Operator

STEWART RIVER SEWER:

Project Updates – Ambuehl reported that they've been working on the Minnesota Management and Budget (MMB) Bonding process with the online application almost done. One of the resolutions being presented tonight must be attached to that application. A response on the federally requested funding has not yet been received, but he heard from insiders that our project is under close consideration. At this point, constituent John Christensen asked some questions and requested a copy of the design plan for Stewart River. The Board and Bollig explained that a new design is under consideration and requires a new Preliminary Engineering Report. The Board promised to forward actual plan documents once they are available. Christensen left the meeting after this discussion.

Task Order Number 2 – The Board considered the revised document (included below). Kris Ambuehl explained that Task 2 has been amended to show \$35,000 will be charged initially with the remainder of the \$85,000 not due until after funding for the project has been secured. He clarified that "initial" doesn't mean now; it means after that amount of work has been completed. Voss explained that Silver Creek would plan to use American Rescue Plan Act (ARPA) funds to cover this initial \$35,000. Motion Voss, to enter into contract with Bollig for engineering services as described in Task Order Number 2, (included below) second Hull. Carried unanimously.



Task Order No. 2

In accordance with Agreement Between Owner and Engineer for Professional Services via Task Order dated January 21, 2020 ("Agreement"), Owner and Engineer agree as follows:

1. **Project Description**

A. Title: Stewart River Subordinate Service District – Regionalization with Two Harbors

B. Description: Prepare new Rural Development PER/ER for regionalization with Two Harbors, agency coordination and funding applications

2. **Services of Engineer**

Engineering Services as described below:

Description	Amount
Preliminary Engineering Report and Environmental Report	\$45,000
Agency Coordination (Two Harbors, MnDOT, DNR, others)	\$25,000
Pursue Funding Opportunities	\$15,000
Total (hourly)	\$85,000

*Bollig Inc may alter the distribution of compensation between tasks to be consistent with the services actually provided.

3. **Deliverables:** PER/ER Winter 2021/22

4. **Project Timing:** Ongoing

5. **Payments to Engineer:** Per Table 1 above, initial fee \$35,000; remainder of fee payable only after funding is secured

Terms and Conditions: Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is June 15, 2021.

OWNER: Town of Silver Creek

ENGINEER: Bollig Inc

By: _____

By: _____

Name: Chuck Voss

Name: Brian F. Bollig

Title: Chairman

Title: President

Voss, second Hull to authorize the requested transfer of \$45,000 from savings to checking. Both motions carried unanimously.

READING OF THE BILLS:

The current month's bills were read: claims 9004-9029, totaling \$25,394.50, and payrolls through June 18th. Motion Voss, second Jaeger, to authorize payment of the bills as presented. Carried unanimously.

CORRESPONDENCE:

The Board considered the following:

- Affidavit of Posting for Reconvened Annual Meeting was signed.
- MN Association of Township membership cards were distributed to the Board.
- Email notification from Lake County of walk-in vaccination against COVID-19 at two locations this week in Two Harbors was passed around.
- American Rescue Plan Act Information from MN Association of Townships was reviewed.
- 2 approved Lake County Land Use Applications for properties in Silver Creek were received.

OLD BUSINESS:

\$10,000 Invoice from Lake County – Waiting for payment until next month.

HWY 61 Project – Maintenance Agreement for Silver Cliff Extension – In reading through the proposal, an incorrect road name was identified, and the Township's required maintenance tasks were not very specific, nor were they limited. It was also noted that no funding was provided for the Township in exchanged for taking on these maintenance activities. After discussion, the group decided not to respond to the proposed agreement at this time.

NEW BUSINESS:

Potential Cemetery Rule Change – The Board declined to change the rules at this time and to handle questions or concerns as they arise.

Annual Meeting Planning – The agenda and the budget/levy document were reviewed. Supervisors will each speak on their area of authority. The Clerk was asked to check with County Commissioner Sve on whether he would like to speak and add him to the agenda if so.

Board Meeting Schedule Change – After discussion, to accommodate the Lake County COW on October 19, motion Voss, second Hull to change Silver Creek's Regular October Board Meeting to Thursday night October 21st. Carried unanimously.

Deputy Clerk Terms – Oftedahl explained the plan would be to have the Deputy Clerk working approximately 16 hours a week and attending one Board meeting a month paid at the wage approved in April (\$18 per hr). Hull spoke that he felt the plan would be a benefit for both the Township and Oftedahl to have someone willing and available. He cited the ability of Oftedahl to take vacation and ensuring a solid backup in case of emergency. The Board did not see any reason to change the pay rate approved in April. Motion Hull, second Voss to affirm Alison's choice of Deputy Clerk at the hourly rate established in April and leave it to her to make the necessary arrangements for effective start date and ongoing scheduling. Oftedahl officially appointed Anderson pending Anderson's acceptance of these terms.

PENDING BUSINESS:

There being no further business, motion Voss, second Hull to adjourn the meeting at 8:19 p.m. Motion carried unanimously. The next regular meeting of the Board will be held on Tuesday July 20, 2021, at 6:30 p.m. in the Board Meeting Room.

Respectfully submitted,
Alison Oftedahl, Clerk