

MUB MEETING

June 23, 2015

7:30 AM

Meeting called to order by Ken Sabers, MUB Member. Members present were Ken Sabers, MUB Member; Mark Carstensen, MUB Member; Greg Barnier, City Attorney; Fay Bueno, Finance Officer; Daniel Ainslie, City Manager; Rick Bush, Public Works; Dale Olson, Water Superintendent; and Dan Mayer, MUB President joining at 7:37. Mark Carstensen made a motion to approve today's agenda and the minutes from last meeting, Ken Sabers seconded. Approved. Mark Carstensen made a motion to approve the claims, Ken Sabers seconded. Approved.

The Water Superintendent reported that McGuire Iron did a repair on a leak on the floor of the South tank. They also repaired the seam on the ring even though it was not leaking yet. This was warranty work. The water project on Sherman, /Fulton is completed and Spruce Street project is close to being completed. The weather and surplus of water drainage is causing a delay on the Spruce Street project but it will be completed soon. Russ Abernathy transferred from Public Works yesterday and Kyle Stumpf will transfer next week from Parks to work with the water department.

The Finance Officer will be calling Northgate to get them to sign an agreement similar to the landlord agreement. The City Attorney will provide assistance as needed to modify the standard form now in use for similar property.

The multi-use agreement was discussed. There was a discussion of how often the evaluation for the multi-use type will be. It was decided that the evaluation will be when the ownership changes, an owner comes in to verify a change in service, or city workers notice a change in use. The charge will be based on which use classification consumes the highest water volume usage. Dan Mayer made a motion to approve the first reading with the understanding that the use classification changes will be made before second reading, Mark Carstensen seconded. Approved.

Dan Mayer made a motion to approve the Dolan Creek Development Agreement, Mark Carstensen seconded. Approved. The agreement with BED was discussed and it was decided to also propose that the area can be used during an emergency clean-up for branch drop off. Dan Mayer made a motion to approve the agreement with the understanding that the branch drop off section will be added, Ken Sabers seconded. Approved.

The Public Works Director asked for Pay Request #3 for Fulton Street Project in the amount of \$108,573.40. Dan Mayer made a motion to approve, Ken Sabers seconded. Approved. There will probably be one more pay request on this project. The project is completed and the final walk thru went well. A second pay request was presented for Pay Request #3 for the Spruce Street Project in the amount of \$18,380.74. This project is still in progress due to the weather and water drainage issues. There will probably be two more pay requests for this project.

The City Manager led the discussion on the surplus amount for the Lazelle Surcharge. The city is required to collect ten percent more than the amount of payment due. Currently the surplus is twenty percent. Ken Sabers made a motion to approve the surplus amount to be designated to pay down the principle of this loan, with the notation that this situation will be visited yearly in September to designate where the surplus amount will go, Dan Mayer seconded. Approved. The Finance Officer will pay the surplus in the October, 2015 quarterly payment.

In other matters, the Finance Officer asked for direction from the board on how to deal with deposits or payments to residential water accounts from established benevolent organizations who are making payments on behalf of customers. These payments may be delayed past the due date because of the organizations' internal time lines. The board asked for the confirmation of payment emails or letters from the benevolent organization to be placed in the customer's file as evidence as to why a late fee and/or shut off was not processed. If the payment is not received by the due date on the

letter, the water will be shut off at that time. Beyond the spirit of cooperation this establishes with these benevolent groups, the less staff time spent in turning on/off accounts will be beneficial to the city as a whole.

Dan Mayer made a motion to adjourn, Mark Carstensen seconded the motion. Meeting adjourned by Ken Sabers. The next meeting will be Tuesday, July 21 at 7:30 am in the front conference room.

Dan Mayer, President

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