

Huntley Subordinate Service District Meeting Minutes
4/26/07
at the Winnebago Community Center

Present: Richard Mair, Butch Erichsrud, Nate Mathews, Darold Nienhaus, John Thompson, Michele Stindtman, Chad Viland, Jesi Harding

- Election of Officers:
 - Richard Mair nominated as Chair
 - Don Wishman nominated as Vice Chair
 - Nate Mathews nominated as Secretary

*Elected officials to serve 4 year rotating terms and may take on further duties/projects at a later date

- Review of Board Member By-Laws:
 - it was determined that the District Board “may not set a quorum of its own meeting of less than 3 members” (Duties, part c)
 - it was determined that “a preliminary budget for the succeeding calendar year shall be submitted to the County on or before September 1st each year” (Duties, part e)

*by-laws will be sent to the county attorney for review and any amendments will be communicated to this board

- Review Draft:
 - Rates Issues:
 - Nate handed out copies of sewer rates (determined by readings of half of Huntleys well-head readings, should we use 2005 or 2007 rates?)
 - Winnebago and Huntley will have to raise rates together
 - it is determined that rates probably will not increase more that \$1.11, exceeding \$18.00/month
 - Dick suggests that we go with the 2007 rates so as not to suddenly hike up the rates for the Huntley residents
 - Michele inquires if we can form a reserve for the Huntley residents in the case that rates decrease; however, Huntley will be treated as an extension to the Winnebago system and rates cannot be separated
 - Nate suggests that if rates do hit \$18.00/mo that people will probably move towards conservation methods

*it is concluded that the 2007 rates will be used, this will be given to Brian for review
 - I/I was discussed. The county will be working with the private connections to minimize future problems/issues.
 - Winnebago gives residents the option to send sump pump water to the wastewater plant in the winter months and would like to give Huntley residents the same option, Huntley currently has a connection to the county tile and will be maintained as a stormwater outlet

- Ownership Issue:

- Paragraph 1 indicates that the line will be owned by the district and maintained by the City of Winnebago, will ownership transfer to Winnebago after construction?
- the issue of ownership will be looked into
- concern about point 7 “50,000 gallons/day” – felt this number was high. It is confirmed that the Huntley lift station will not be closed in the case of high volumes, but instead will be bypassed through the wastewater plant at Winnebago
- concern about “rate increases of more that 20%/year” – there is little chance of this happening since it has never happened for the residents within Winnebago before.
- it is suggested that something should be added about odor concerns since there has been talk of housing development – this issue will take care of itself

*Paul is very happy with the draft. The project is moving forward as planned. We are still waiting for the final ‘go-ahead’

▪ Procedure:

- emergency plan:
 - Huntley is working on recruiting an emergency contact – a liability/insurance plan should be added to part F, will consult with the County Attorney
 - perhaps this should be written into the maintenance contract? – Huntley will be covered under the Winnebago plan
- in the case of delinquents:
 - Winnebago has the right to assess non-payers through the county’s assessment process. (review of accounts will happen in November)

▪ Private Responsibilities:

- the residents of Huntley understand their financial responsibility
- Private emergencies are the responsibility of the homeowner, just as in Winnebago – this should be included in the next newsletter
- Resident responsibilities should be reiterated at the next public meeting
- Winnebago ordinance states that a public works official is allowed to enter a home to reach the service line – Michele will be given a copy of this ordinance and it will be referenced in the next newsletter, also will be added to Item 11

▪ Technical Issues:

- The question was raised as to whether the Sewer District will require or recommend certain valves to be installed on private lines? – it is concluded that valves are recommended because certain homes (specifically higher elevation homes) may not need them – explain this in the next newsletter, and will continue to be discussed by the board.

Meetings of this Board will be held quarterly in conjunction with monthly Construction Meetings during construction.

The next meeting will be held in roughly two weeks when pre-construction begins – Michele will let us know.

Meeting was adjourned at 10:30 a.m.