

Kabetogama Clean Water Initiative Steering Committee
Meeting 5
March 6, 2019

John Stegmeir Township Supervisor opened the meeting at 7:07 pm. Calling in on the conference were Jeff Ingals and Rich Raun. Tim Snyder and Lee Herseth were in attendance. All recited the Pledge of Allegiance.

John Stegmeir asked for approval of the February minutes, Tim Snyder moved to approve, seconded by Lee Herseth, motion carried. The agenda was approved on a motion by Rick Raun and seconded by Jeff Ingals, motion carried.

John began with explaining tonight's agenda. John put together an outline of what kind of communications we want to have with our neighbors when you do your visits this spring.

Old Business:

At our February meeting, some questions were raised regarding the petition process that could not be answered at that meeting. John contacted our attorney to get the answers. Following are the questions in black and the attorney's answers in red:

1. Does each platted property count equally (one) in the total count of properties in the designated district? We have several instances where one individual owns more than one property. In the petition process, does that property owner have the right to petition (or not) for each property? **The statute refers to the *property owners* so if a landowner owns multiple parcels, he/she/it would only be counted once in determining the percentage of landowners that have signed.**
2. Because of the seasonal nature of the use on many of the properties, the steering committee plans to mail petition forms to property owners. Does this mailing have to be by certified mail? **NO.**
3. Our understanding of State Statute 365A regarding the establishment of a subordinate service district, is that the process is completely internal to the Township. Are there any requirements for notification, registration, approvals from other levels of government (county state). **You are correct, the process is internal to the Town; however, as you know, after formation other levels of government may have regulatory authority (i.e. MPCA, etc) over certain aspects of the services to be provided.**
4. In your judgment, do you think the township should have legal (attorney) oversight of our petition process? **Since I'm a lawyer, of course I would have trouble saying no (ha, ha). BUT, in all seriousness, I think at a minimum you should have an attorney review the Petition. In addition, the KEY is to make sure the legal description for the boundaries is correct. Also, make sure to read, and re-read statute to follow each requirement set forth in the statute.**

New Business:

Work on the message material for service Area visits this spring.

What is the message we want to bring to our neighbors? Everyone agreed that **Clean Water and Quality of Water** is the primary selling point for a community sewer system.

John asked the attending members to review the "Property Visit Information" document and make comments, additions and changes.

1. Reason for the visit
No changes
2. Service Area and Individual Property Information
 - **Recommended good maps, Service Area ID and property owner identification (John)**
 - **County Environmental Services Department is putting together individual property sewer information. (John will be tracking progress)**
 - **Add county compliance definitions sheet. (John)**
3. Benefits of a Subordinate Sanitary Sewer District
 - Clean Water
Request any information VNP may have on Kabetogama water quality. (John)
 - Financially Viable costs for property owner
No recommended changes to this section
 - Lower long term costs
No recommended changes to this section
 - Increased Property Value/Salability
No recommended changes to this section
 - No Roadblocks to Building or Use Permitting Due to Sewer Concerns
No recommended changes to this section
 - Eliminates Seasonality
No recommended changes to this section
 - More Usable/Aesthetic Property Space
No recommended changes to this section
 - Alternative to a Community System on Many Properties are Limited
No recommended changes to this section

4. Other Information

- Time Frame
No recommended changes to this section
- Construction Basics
No recommended changes to this section
- EDU = Equivalent Domestic Unit
 - Recommendation made to clean up this section to make it more understandable. Use some examples. (John)

Other Recommendations

- Add an example Petition Letter (John)
- Add a section on the petition process (John)
- Develop a summary sheet for property visit information. (Jeff Ingalls)

General Discussion

- A question was raised as to where the grinders would be located on each property. They differ from property to property but they normally like to put them as close to the existing septic tank as possible.
- In regards to connections at time of construction: Puck's Point example: Once the district was formed, those properties within the district boundaries were in the district no matter whether they voted in or out on the petition – district members were committed to paying for their share of construction costs for the project. The design and engineering was completed for the district as a whole. Once the project design/engineering was complete, financing secured and bids for construction were received, district members had a pretty good estimate of their costs. At this point, members signed commitment cards to indicate they were committed to connecting. The cost of construction (spread over all members) and the cost of operation/maintenance based on the numbers of members committed to connect became the numbers used to determine if the project was economically viable for the district. The decision to proceed was based on these numbers. Connection was voluntary because of a requirement in the funding package from the Public Facilities Authority, so the numbers did change some (there were 2 members who chose not to connect initially). Less connections – the operation and maintenance costs go up for all other connected members. Those who did not connect initially can connect at any time but will be required to connect when at time of sale, the county determines the existing system and continue to be used, or if their system fails, becomes non compliant or requires modification or new construction requires system replacement or modification.
- Petitions: The petition is written for the petitioner to respond affirmatively if they wish to form a district. A petition not returned is a “no” response.
- Mary M will check on the cost of certified mail.

The next meeting we will discuss the document, maps and a rough draft of the petition.

The next meeting will be held on Wednesday, April 3, at 7:00pm at the Town Hall.

The meeting adjourned at 8:53 pm.

Respectfully submitted, Mary Manninen, Clerk