Shorewood Park Sanitary District **approved**
Board Minutes
Tuesday, October 6, 2026

Attendees: Rich Storck (Board Member), Dean Findell (Treasurer), Sue Means (Board Member), Al Powers (Board Member), Matthew Anderson (Board Member), Tina Heidelberger (Clerk), and Joe Heidelberger, Kari Fairclough, Terry Peterson

R. Storck called the meeting to order at 7:01pm. Roll call read.

Approval of Minutes: Motion made to approve minutes for September meeting made by D. Findell, seconded by S. Means with the corrections requested by M. Anderson. Motion carried.

Chairman of the Board Update:

Permit Compliance Project Update-
R. Storck provided an update regarding the district's ongoing Permit Compliance Project in partnership with HR Green.

The project addresses three primary compliance requirements established in the district's wastewater permit issued in March 2026:

- Inflow and Infiltration (I&I) corrections
- Nitrogen compliance
- Phosphorus compliance

The district is required to submit a written compliance plan to the Minnesota Pollution Control Agency (MPCA), outlining how the district intends to address these requirements over the next five years.

Compliance Plan Deadline: October 15, 2026

HR Green engineers are actively working on preparing the plan. The district has provided operational records, permit-related reporting information, pump performance information, and other supporting documentation.

Additional data collection and review are ongoing.

R. Storck reported that he contacted the MPCA regarding the possibility of an extension. The MPCA indicated that formal extensions are not available. If the district is unable to meet the October 15 deadline, the MPCA may issue a notice regarding the delay, at which time the district can provide an update on its progress.

The district will continue working with HR Green to submit the compliance plan as close to the deadline as possible.

Legal Services Update

R. Storck provided an update regarding the district's legal representation and efforts to retrieve historical legal documents. The district has been attempting to retrieve files from its previous legal firm, Hofstad and Ledin, which has since closed following the attorneys' retirement.

R. Storck has been communicating with Kevin Hofstad regarding records associated with the district's previous expansion project. The records were expected to be left at Stearns Bank, where the former law office was located. A. Powers has made multiple attempts to retrieve the documents; however, they have not yet been made available. R. Storck will continue following up with Kevin Hofstad to obtain the records.

Kevin Hofstad recommended Town Law Center and attorney Troy Gilchrist as potential legal counsel for the district. R. Storck contacted Troy Gilchrist and discussed the district's legal needs. The firm has experience in real estate and township law, making it a suitable option for district-related matters.

The first assignment provided to Town Law Center involves recording the pond access road easement associated with the gate relocation and work involving Charles Anderson. The attorney has reviewed the necessary documentation, and the easement is awaiting recording with the county. The anticipated total cost for this legal work is approximately $750.

R. Storck plans to meet with Troy Gilchrist on Thursday to introduce the district, review its operations, and discuss future legal representation.

State Bonding and Grant Funding
The district received correspondence from the State of Minnesota regarding the bonding bill and associated funding requirements. The information was forwarded to D. Findell for review and continued coordination of the district expansion project. The district has also been communicating with HR Green regarding possible grant opportunities for infrastructure improvements and I&I corrections. Although one potential grant source may not qualify for the compliance project, other funding opportunities will continue to be explored.
The district is also working with a nonprofit organization for assistance with federal EPA grant requirements related to expansion.

Charles Carlson Pond Road Easement
Chair Stork reported that physical improvements associated with the Charles Carlson access easement has been completed.

Work included:

- Relocation of the existing access gate.
- Installation of a culvert.
- Placement of additional dirt and access improvements.
- Surveying and preparation of legal documentation

The district will compile the contractor, surveying, and legal expenses and invoice Mr. Carlson for the associated costs. The easement documentation is being finalized for recording with the county.

MPCA Site Inspection
The district received notice from MPCA representative Lou Barry requesting a routine site inspection. The inspection was conducted in September with Terry Peterson, R. Storck, and A. Powers present. The inspection included a review of the wastewater system, lift stations, collection infrastructure, and general operating procedures. The MPCA identified some historical reporting information that was missing from its records. Terry Peterson and HR Green are working to resubmit the information and correct reporting gaps. The board was informed that the MPCA representative expressed satisfaction with the condition and operation of the district's wastewater system.

Wastewater Infrastructure Mapping and Easements
HR Green is working to locate and document existing sewer infrastructure, including manholes and the force main leading to the treatment ponds. Some portions of the system have limited historical mapping information. The district will also investigate whether recorded easements exist for sewer infrastructure crossing private properties. Additional research with county records may be necessary.

Pump House Security
Concerns were raised regarding evidence of possible unauthorized access to district wastewater facilities. Terry Peterson reported on finding equipment and access areas in conditions different from how they had previously been left. The board discussed replacing locks and changing access codes to improve security.
Motion was made by M. Anderson and seconded by D. Findell to re-secure the district's pump house and related facilities by updating locks and access codes. Motion carried.

District Communications
R. Stork discussed correspondence received by individual board members from a former operator and resident regarding district operations. The board emphasized that questions or concerns should be submitted through the district's official website or presented at a public board meeting to ensure they are properly received and addressed. No formal action was taken.

Wastewater Operator Update:

- Terry Peterson of LLJ Wastewater Management presented the monthly wastewater operations report.
- Monthly Flow Report:
  - Total monthly flow: 290,030 gallons
  - Average daily flow: 9035 gallons/day
  - Lowest daily flow: 4,650 gallons/day
  - Highest daily flow: 15,750 gallons/day

Terry reported that the wastewater system continues to operate satisfactorily with no significant operational concerns. The district is preparing for the next scheduled pond discharge, anticipated to begin the following week. Quarterly MTVL calculations and supporting data were also received.

Financial Update:

- Current Checking Account Balance: $118,281.88 (as of 10/6/26)
- Investment Balance: $233,673.57 (as of 8/31/26)

Approval of Bills:

- ECE-$182.65
- LJJ Wastewater-$1700.00
- Rasmussen-$1,387.53 (September mowing)
- Sensaphone-$299.40 (phone monitoring system renewal)
- Sue Means-$132.19 (reimbursement for National Night Out)

Motion made by M. Anderson to approve bills, seconded by D. Findell. Motion carried.

Old Business:
Park Tree Removal Discussion

A. Powers provided an update regarding the condition of trees located throughout Shorewood Park. Nine mature hard maple trees have been identified as needing removal due to age, deterioration, and potential safety concerns. A. Powers obtained four written bids from tree removal contractors. Each contractor was asked to provide pricing for the same scope of work, including:

- Removal of the nine identified trees

- Stump grinding
- Removal and disposal of tree debris
- Cleanup of the affected areas

The bids ranged from approximately $8,750 to $14,227. A. Powers reported that the contractors had been checked for appropriate licensing, bonding, and insurance.
The board discussed the deteriorating condition of the maple trees and the potential hazards they present to park visitors. Concern was expressed regarding trees near the playground, where a large branch has already broken off and another tree is leaning toward the area.
The board also discussed approximately five or six ash trees located near the roadway that may be affected by emerald ash borer. Contractors indicated these trees could require removal within the next three to four years. There was discussion regarding residents collecting maple sap from park trees and whether the practice contributes to tree deterioration. No determination was made regarding restrictions on sap collection.
The board acknowledged that tree removal expenses of this magnitude were not included in the current budget. Options discussed included removing trees in phases or completing the entire removal project at one time. The board agreed that additional consideration should be given to funding and prioritizing tree removal during the upcoming budget planning process.
The board discussed the importance of notifying residents about the condition of the trees and providing an opportunity for community feedback before proceeding with major tree removal. It was suggested that an informational flyer be distributed explaining the safety concerns, proposed removal, and anticipated costs. The board also discussed combining the informational opportunity with the annual fall park cleanup. No contractor was selected, and no motion was made to authorize tree removal at this meeting.

New Business:
Fall Park Cleanup

The board discussed scheduling the annual fall park cleanup and providing residents with information regarding the proposed tree removal. The purpose of the event will be to encourage community involvement, complete seasonal park cleanup, and provide an opportunity for residents to learn about and discuss tree safety concerns.

Scheduled Park Cleanup:

- Date: Saturday, November 14, 2026
- Location: Shorewood Park
- Time: To be determined

The clerk will prepare an informational flyer to be distributed to residents. The flyer will include details regarding the cleanup and information about the condition of the park trees. Distribution methods discussed included printed flyers and email notifications.

District Identification Safety Vests

R. Stork presented a proposal to purchase five high-visibility safety vests identifying Shorewood Park Sanitary District personnel. The vests will be stored at the pump house and used by district representatives and authorized personnel when inspecting or working on district infrastructure. The total cost for five vests is $114.62, including tax. M. Anderson made a motion to approve the purchase of five safety identification vests, seconded by S. Means. Motion carried. Chair Stork will coordinate the purchase and reimbursement.

Upcoming Budget Meeting

The board briefly discussed the upcoming annual budget planning meeting, which is traditionally held in October. The meeting will provide an opportunity to review anticipated expenses and establish budget priorities for the coming year. The board discussed considering a designated

budget allocation for future park tree removal and maintenance. The meeting is scheduled for October 20, 2026 at 7pm.

Further discussion regarding funding options will take place during the budget planning process.

November Board Meeting

The Board confirmed that the next regular monthly meeting will be held on Monday, November 2, 2026, at 7:00 p.m. The change in dates is due to election day is the same day as our next scheduled meeting.

Nano Bubbler Update

S. Means provided an update was provided regarding the nano bubbler project.

The nano bubbler was shut off on October 1, 2026. Representatives associated with the project have arranged for follow-up measurements to be taken to evaluate whether the nano bubbler has produced measurable improvements. Baseline measurements were collected prior to the system beginning operation.

The follow-up testing will be compared with the original measurements to assess the effectiveness of the project. Additional information will be provided when the testing results become available.

Upper Well Project Update

Joe Heidelberger provided an update regarding the upper well improvement project.

The project is currently awaiting a confirmed drilling date from the contractor, Traut. Drilling was originally anticipated by the end of September. However, he has not received an updated schedule.

It is unclear whether the delay is related to the Minnesota Department of Health (MDH) approval process.

Completed and Ongoing Improvements:

- New electrical service has been installed at the well house.
- Demolition and preparation work has begun on the existing well house.
- Most of the materials needed for the well house renovation have been purchased and are currently being stored in the pump house.
- Additional materials, including shingles and siding, still need to be purchased.
- Insulation removal and other preparatory work are underway.

The project includes refurbishing the existing well house and drilling a second well, referred to as the mixing well.

The Board expressed appreciation to Joe and the individuals assisting with the project for their continued efforts.

Motion made by A. Powers, seconded by D. Findell to adjourn the meeting at 7:36pm.

Respectfully Submitted,

Tina Heidelberger

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Submitted by T. Heidelberger, Secretary/Clerk

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Richard Storck, Chairman of the Board

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Matthew Anderson, Vice Chairman

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Dean Findell, Treasurer

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Al Powers, Board Member

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Sue Means, Board Member