



**AGENDA
COHASSET PUBLIC UTILITY BOARD
305 NW FIRST AVENUE, COHASSET, MN
MARCH 3, 2025 – 12:00 PM**

1. Call to Order

2. Roll Call

__JY __RS __RG __JM __DA

Non- Officio Members: __WS __AM

Others:

3. Review and Approve the Agenda

A. Additions:

B. Deletions:

C. Motion to approve agenda by _____ 2nd by _____

#Yes _____ #No _____

4. Resident Input

5. Review CPUB Member Contact Information Sheet

6. Discussion on Private Wastewater Disposal – Ordinance 11

7. 2025 CPUB Goals

8. Approve CPUB Minutes

A. Motion to approve February 3, 2025, Minutes by _____ 2nd by _____

#Yes _____ #No _____

9. Miscellaneous Business and FYI's:

No CPUB Applications have been received at this time.

Time Adjourned: _____

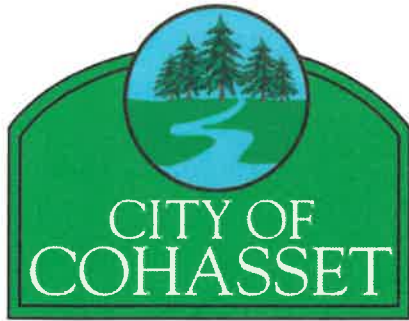
<u>CHAIR</u>	<u>JACK YATES</u> 35409 Lake Street, Cohasset, MN 55721 320-224-6422 jry@hutchtel.net	<u>Term – 01/01/2023 – 12/31/2025</u> Re-appoint – Jan. 2026 SINCE 2018
<u>VICE – CHAIR & SECRETARY</u>	<u>RAMONA SJOSTRAND</u> 27524 South Bay Lane, Cohasset, MN 55721 218-256-2030 monarob02@gmail.com	<u>Term – 01/01/2025 – 12/31/2027</u> Re-appoint – Jan. 2025 SINCE 2022
<u>CPUB MEMBER</u>	<u>RACHEL GRAF</u> 36998 County Road 62, Cohasset, MN 55721 218-256-8445 rachelkcp@gmail.com	<u>Term – 01/01/2023 – 12/31/2025</u> Re-appoint – Jan. 2026 SINCE 2016
<u>CPUB MEMBER</u>	<u>DELBERT ANDERSON</u> 680 NW 3 rd Street, Cohasset, MN 55721 218-398-0195 delberta8@netscape.net	<u>Term – 01/01/2024 – 12/31/2026</u> Re-appoint – Jan. 2027 SINCE 2020
<u>CPUB MEMBER</u>	<u>JIM MAHON</u> 36998 County Road 63, Cohasset, MN 55721 218-259-5879 jimvera@paulbunyan.net	<u>Term – 01/01/2023 – 12/31/2026</u> Re-appoint – Jan. 2027 SINCE 2017
<u>CPUB MEMBER</u>		
<u>CPUB MEMBER</u>		
<u>CITY COUNCIL LIAISON</u>	<u>ANDY MACDONELL</u> 34545 MacDonell Road, Grand Rapids, MN 55744 218-244-1062 andymac@paulbunyan.net amacdonell@cohasset-mn.com	<u>Runs with Council Term</u>
<u>NON-OFFICIO MEMBERS</u>	<u>WALTER SHADLEY</u> 218-256-0069 walters@cohasset-mn.com	

Currently 7 Members Chair & Vice-Chair are elected annually at February Meeting	<u>TERMS</u>
	<ul style="list-style-type: none"> • Members are 3 year Terms – no term limit – may reapply • Liaison Term Runs with Council Term

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- (C) Except as hereinafter provided, it shall be unlawful to construct or maintain within the City of Cohasset any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of waste water.
 - (D) The owner of all houses, buildings, or properties used for human occupancy, commerce, employment, recreation, or other purposes (except recreational vehicles as provided in Section 11.15(B)), situated within the City and abutting on any street, alley, or right-of-way shall be required at his expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of this ordinance, within twelve (12) months after official notice to do so, provided that said public sewer is within two hundred (200) feet of the nearest point on the dwelling.
 - (E) Private Developer Projects shall be required to construct a waste water collection system in accordance with Minnesota Pollution Control Agency Standards and designed and certified by a registered engineer within in their project limits at the private developer's expense. This is required only if an existing public sanitary sewer main is within 1000 linear feet of the private development. The cost to extend the public main to the private developer project shall be the responsibility of the private developer. Upon final approval of the private developer plat and receipt in writing from the registered engineer that the waste water collection system was constructed according to the Minnesota Pollution Control approved plans; the sanitary sewer shall become the property of the City.

11.06 PRIVATE WASTE WATER DISPOSAL

- (A) Where public waste water is not available under the provisions of Section 11.04, paragraph (D), the sewer service line shall be connected to a private waste water disposal system complying with the provisions of this article and with other applicable ordinances of the City, and shall comply with Section 10.075 of the City of Cohasset Land Use Control Ordinance.
- (B) At such time that the City extends the wastewater collection system into previously unsewered areas, dwellings situated within two hundred (200) feet of the new public sewer, and with septic systems twelve years old or older, shall have twelve (12) months to connect to the public system. Property owners with compliant on-site septic systems which are eleven years old or newer shall have the right to delay connection to the public sewer in accordance with the following formula: One hundred forty four (144) months minus system age (in months) = delay in months to connect to the system. After connecting to the public system, the private waste water disposal system shall be cleaned of sludge and filled with clean bank-run gravel or dirt. The City, at its discretion, may commence the collection of special assessments from the property owners relating to the sewer expansion project immediately upon construction.
- (C) The owner shall operate and maintain the private waste water disposal facilities in a sanitary manner at all times, at no expense to the City.
- (D) No statement contained in this article shall be construed to interfere with any additional requirements that may be imposed by the City of Cohasset.



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MINUTES
COHASSET PUBLIC UTILITY BOARD
305 NW FIRST AVENUE, COHASSET, MN 55721
MONDAY, FEBRUARY 3, 2025

1. Call to Order: Chair Jack Yates called the meeting to order at 12:00 p.m.

2. Roll Call

Present: Chair Jack Yates, Jim Mahon, and Delbert Anderson

Absent with notice: Ramona Sjostrand and Rachel Graf

Non-Officio Members: Financial Controller; Barb Baird, City Council Liaison; Andy MacDonell, Senior Public Works/Public Utilities

3. Review and Approve the Agenda

A motion was made by public utility board member Jim Mahon to approve the agenda. Member Delbert Anderson seconded the motion. Voting in favor: Chair Jack Yates, Delbert Anderson and Jim Mahon. Absent: Ramona Sjostrand and Rachel Graf. Voting against: None; Motion carried.

4. Resident Input

None

5. Utility Water Leak Forgiveness

A request for approval to forgive \$965.07 for the sewer portion of a water line break, billed to a Cohasset resident. The water lines froze when relatives moved out without informing the owner. The city found the leak during normal monthly billing in December 2024. Approximately 76,350 gallons of water went into the ground, not into the sewer. The homeowner is requesting the city forgive the sewer fees.

A motion was made by public utility board member Jim Mahon to forgive the cost of \$965.07 in sewer fees. Member Delbert Anderson seconded the motion. Voting in favor: Chair Jack Yates, Delbert Anderson and Jim Mahon. Absent: Ramona Sjostrand and Rachel Graf. Voting against: None; Motion carried.

6. Water and Sewer Expansion

The meeting covered the expansion of water and sewer systems, particularly around Highway 76 and the connection to Grand Rapids. There were technical discussions about the system's design, including pressurized and gravity flow systems, and the need for lift stations. The group agreed to explore various funding options, including bonds and grants, to finance the infrastructure projects. The expansion will require further planning and coordination with Grand Rapids, especially regarding the sewer system connections.

7. 2025 CPUB Goals

None

8. Approve January 6, 2025, CPUB Minutes

A motion was made by public utility board member Jim Mahon to approve January 6, 2025, CPUB Minutes with the correction to number 4. Member Delbert Anderson seconded the motion. Voting in favor: Chair Jack Yates, Delbert Anderson and Jim Mahon. Absent: Ramona Sjostrand and Rachel Graf. Voting against: None; Motion carried.

9. Miscellaneous Business and FYT's:

Discussion on the expansion of the gas line, encompassing the continuation of last year's project and potential future expansions to areas such as Crooked Lake Road, Deer Lake, and Moose Lake. Furthermore, the discussion thoroughly explored the benefits of switching from propane to natural gas. Mainly focusing on the operation and maintenance (O&M) of the gas lines, which are currently under the management of Northwest Gas. There was consideration given to the possibility of the city assuming these responsibilities, with a thorough evaluation of the associated costs and benefits. SEH is actively exploring funding sources for the city. The expansion project is currently in progress, with approved materials already ordered. No definitive decision has been reached regarding whether the city will assume the O&M responsibilities from Northwest Gas.

Jim Mahon made a motion to adjourn the meeting. Delbert Anderson seconded the motion. The motion carried.

Adjourned meeting at 12:44 pm.

Respectfully submitted by:

Abby Majewski