

MINUTES OF BOARD OF TRUSTEES: March 16, 2015
CLEAR LAKE SANITARY DISTRICT, CERRO GORDO COUNTY, IOWA

The meeting was called to order by President John Miller at 1:34 p.m. Miller indicated to those present that the meeting was being tape recorded for meeting minute generation purposes only.

Trustees present: John Miller (President)
Tim Clark (Vice-President)
Lothar Meyer (Treasurer)
Bobby Wolfram, Jr. (Clerk)
Steve Lahner

Absent: None

Also present: Kevin L Moler, Superintendent
Taylor Moore, Accountant

Item # 1. Approve proposed agenda. Motion by Clark, second by Wolfram to approve the amended proposed agenda. Motion carried, all Trustees present voting 'aye'.

Item # 2. Opportunity for public to speak on items not on the agenda.
No public to speak on items not on the agenda.

Item # 3. Approve February 2015 Financial Statement. Motion by Wolfram, second by Clark to approve the February 2015 Financial Statement. Motion carried, all Trustees present voting 'aye'.

Item # 4. Approve February 2015 Invoices. Motion by Wolfram, second by Clark to approve the February 2015 Invoices. Motion carried, all Trustees present voting 'aye'.

Item # 5. Approve February 16th, 2015 board meeting minutes. Motion by Clark, second by Meyer to approve the February 16th, 2015 board meeting minutes. Motion carried, all Trustees present voting 'aye'.

Item # 6. Resolution 15-03, a Resolution awarding the Controls Equipment Procurement bid and directing contractor to prepare and submit contract and bond. Moler noted that there was only one bid, the bid was from ICS in the amount of \$159,870. Motion by Clark, second by Wolfram to approve Resolution 15-03, awarding the Controls Equipment Procurement bid to ICS and directing the contractor to prepare and submit contract and bond. President Miller called roll with the following results: Meyer, 'aye', Clark, 'aye', Wolfram, 'aye', Miller, 'aye'. Motion carried.

Lahner entered at 1:40 p.m.

Item # 7. HVAC and Lighting Upgrade Project.

- Change Order No. 1, \$2,600.00
- Pay Request No. 7, \$13,604.00

Motion by Wolfram, second by Lahner to approve Change Order No. 1 and approve Pay Request No. 7 in the amount of \$13,604.00. Motion carried, all Trustees present voting 'aye'.

- Resolution 15-04, a Resolution accepting work.

Moler explained that once this is approved the retainage is due within 30 days. The final payment/retainage amount is \$11,267.50. Motion by Clark, second by Lahner to approve

Resolution 15-04, a Resolution accepting work. President Miller called roll with the following results: Lahner, ‘aye’, Meyer, ‘aye’, Clark, ‘aye’, Wolfram, ‘aye’, Miller, ‘aye’. Motion carried.

Item # 8. Review of employee benefits program. Moler and the Board went through a survey to help assist with setting up an Early Retirement Plan. This item was tabled.

Item # 9. Unfinished Business. No unfinished business to be discussed.

Item #10. Superintendent’s Report. Moler noted that one bid was received for the 1978 Chevy C60 in the amount of \$1,050 and payment has been received. Moler stated that Enabnit would be taking vacation at the end of April and would go beyond the allowed vacation bank limit of negative forty hours as per the District’s policy. Enabnit had taken over 40 hours of vacation earlier this year as well, and since our vacation is accrued throughout the year, Enabnit would end up beyond the negative forty hours and wanted to know if this would be allowed. Motion by Lahner, second by Meyer to adhere to the policy in place. Motion carried, all Trustees present voting ‘aye’.

Item #11. Attorney’s Report. No report.

Item #12. Trustees Report. No report.

There being no further business to discuss, motion by Meyer, second by Clark to adjourn. Motion carried, all Trustees present voting ‘aye’. Meeting adjourned at 3:20 p.m.

ATTEST:

Bobby, Wolfram, Jr., Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of March 16, 2015

Check #	Date	Vendor Name	Amount	Description
EFT	02/18/15	NET PAYROLL	12,493.12	02/18/15 NET PAYROLL
EFT	02/18/15	FEDERAL W/H	5,320.33	02/18/15 FEDERAL WITHHOLDING
EFT	02/18/15	DHS W/H	230.77	02/18/15 DHS WITHHOLDING
EFT	02/18/15	EMPLOYEE HSA CONTRIBUTIONS	180.00	02/18/15 EMPLOYEE HSA CONTRIBUTIONS
EFT	02/18/15	IPERS W/H	5,877.93	02/18/15 IPERS WITHHOLDING
EFT	02/18/15	IA DEPT. REV.	1,910.00	02/04/15 STATE W/H
EFT	02/28/15	CLEAR LAKE B&T	52.99	DEPOSIT SLIP ORDER
EFT	03/04/15	NET PAYROLL	13,420.28	03/04/15 NET PAYROLL
EFT	03/04/15	FEDERAL W/H	5,538.63	03/04/15 FEDERAL WITHHOLDING
EFT	03/04/15	DHS W/H	230.77	03/04/15 DHS WITHHOLDING
EFT	03/04/15	EMPLOYEE HSA CONTRIBUTIONS	180.00	03/04/15 EMPLOYEE HSA CONTRIBUTIONS
EFT	03/04/15	POSTMASTER	1,339.46	MAR BILL MAILING
21645	02/27/15	IA SPECIALTY HOSPITAL	510.00	EMPLOYEE MEDICAL TREATMENT/CONSORT. DUES
21646	02/27/15	ALLIANT ENERGY	12,904.56	ELECTRIC/GAS
21647	02/27/15	HEARTLAND PAPER COMPANY	134.24	PAPER TOWELS
21648	02/27/15	KNORR ELECTRIC	105.00	BLDG 30 PUMP MOTOR REPAIR

21649	02/27/15	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
21650	02/27/15	TEST AMERICA	1,080.75	LAB TESTING
21651	02/27/15	BACON, STEVE	14.88	UNIFORM REIMBURSEMENT
21652	02/27/15	PRINCIPAL FINANCIAL	897.03	DENTAL INS PREMIUMS
21653	02/27/15	PEKIN LIFE INSURANCE	549.26	LIFE INSURANCE PREMIUMS
21654	02/27/15	CARDMEMBER SERVICES	(16.48)	KRAMER - RETURNED PARTS
21654	02/27/15	CARDMEMBER SERVICES	205.00	HACH - LAB SUPPLIES
21654	02/27/15	CARDMEMBER SERVICES	90.00	IAWEA - EMPLOYEE MEMBERSHIP RENEWALS
21654	02/27/15	CARDMEMBER SERVICES	11.25	KRAMER - BOILER PARTS
21654	02/27/15	CARDMEMBER SERVICES	119.99	EBAY - SNAP-ON DIE GRINDER
21654	02/27/15	CARDMEMBER SERVICES	90.00	IAWEA - EMPLOYEE MEMBERSHIP RENEWALS
21654	02/27/15	CARDMEMBER SERVICES	25.47	KRAMER - ARMOR-ALL/SUPPLIES
21654	02/27/15	CARDMEMBER SERVICES	574.82	STANDARD BEARINGS - THICKENER PUMP PARTS
21654	02/27/15	CARDMEMBER SERVICES	296.05	CLTEL - PHONE/INTERNET SERVICE
21654	02/27/15	CARDMEMBER SERVICES	68.00	VTEL - PHONE SERVICE
21654	02/27/15	CARDMEMBER SERVICES	150.55	THERMOWORKS - THERMOMETERS FOR LAB
21654	02/27/15	CARDMEMBER SERVICES	188.97	VERIZON - CELL/PLANT CPU SERVICE
21654	02/27/15	CARDMEMBER SERVICES	128.42	USA BLUEBOOK - CHLORINE PUMP PARTS
21654	02/27/15	CARDMEMBER SERVICES	25.31	USA BLUEBOOK - SHOP SUPPLIES
21654	02/27/15	CARDMEMBER SERVICES	73.65	DUDZIAK LLC - THICKENER PARTS
21654	02/27/15	CARDMEMBER SERVICES	6,758.79	HACH - CHLORINE ANALYZERS (BLDG 30)
21654	02/27/15	CARDMEMBER SERVICES	731.42	NC LABS - LAB SUPPLIES
21654	02/27/15	CARDMEMBER SERVICES	360.00	IAWEA - COLLECT. SYS. CONF. REGISTRATION X 4
21654	02/27/15	CARDMEMBER SERVICES	30.13	KRAMER - PARTS FOR DUMP TRUCK CONVERSION
21654	02/27/15	CARDMEMBER SERVICES	209.58	KRAMER - DUMP TRUCK PARTS/LAB SUPPLIES
21654	02/27/15	CARDMEMBER SERVICES	17.48	KRAMER - PARTS FOR DUMP TRUCK CONVERSION
21654	02/27/15	CARDMEMBER SERVICES	90.00	IAWEA - COLLECT. SYS. CONF. REGISTRATION - TT
21654	02/27/15	CARDMEMBER SERVICES	169.99	STAPLES - PC MONITOR
21654	02/27/15	CARDMEMBER SERVICES	104.20	EBAY - 3 INCH BALL VALVE - DUMP TRUCK
21654	02/27/15	CARDMEMBER SERVICES	39.99	CARFAX - REPORT ON NEW VEHICLE
21654	02/27/15	CARDMEMBER SERVICES	14.97	KRAMER - PAINT FOR DUMP TRUCK
21654	02/27/15	CARDMEMBER SERVICES	106.02	COMET SUPPLY - DRILL BIT SET
21654	02/27/15	CARDMEMBER SERVICES	147.68	ALLSTATE GASKET - GASKETS FOR SHOP STOCK
21654	02/27/15	CARDMEMBER SERVICES	98.25	IMAGE SUPPLY - SHRINK TUBE FOR SHOP
21655	02/27/15	GRP & ASSOCIATES	78.00	LAB WASTE DISPOSAL
21656	02/27/15	MOORE, ANGIE	300.00	FEB CLEANING SERVICES
21657	02/27/15	WESTER PETROLEUM CO.	1,345.50	OIL PUMP; REGULATOR; GAUGE; REEL; PARTS
21658	03/09/15	TUSHA, TED	139.27	MILEAGE REIMBURSEMENT - CONFERENCE
21659	03/09/15	MOLER, KEVIN	657.20	MEALS/LODGING REIMBURSEMENT - CONFERENCE
21660	03/09/15	FULLERTON, RON	80.00	UNIFORM REIMBURSEMENT
21661	03/12/15	ALLIANT ENERGY	331.77	ELECTRIC/GAS
21662	03/12/15	NAPA	373.49	BATTERIES/CLAMPS/PARTS
21663	03/12/15	LANDFILL OF NORTH IA	57.00	GRIT & TV DISPOSAL
21664	03/12/15	MARCO	39.22	FEB COPIER MAINT.
21665	03/12/15	IA NETWORK SERVICES	12.99	HOSTING FEE
21666	03/12/15	ABSOLUTE WASTE REMOVAL	91.81	WASTE HAULING SERVICE
21667	03/12/15	AVESIS	189.27	MAR VISION INS PREMIUMS
21668	03/12/15	PEKIN LIFE INSURANCE	549.26	APR LIFE INS PREMIUMS
21669	03/12/15	THE TIRE EXPERTS	199.00	TIRES FOR GRIT TRAILER
21670	03/12/15	MOORE, ANGIE	150.00	3/11 CLEANING SERVICES
21671	03/12/15	HANCOCK COUNTY OIL	248.90	GAS
			<u>78,815.90</u>	

Check #	Date	Vendor Name	Amount	Description
PENDING	3/16/15	ALVINE AND ASSOCIATES, INC.	3,480.00	ENGINEERING - CONTROLS UPGRADE
PENDING	3/16/15	CENTRAL LOCK & KEY, INC.	490.00	NEW VAULT LOCK/SERVICE
PENDING	3/16/15	CLEAR LAKE MIRROR REPORTER	71.02	LEGAL PUBLICATIONS/ADVERTISING
PENDING	3/16/15	DIAMOND VOGEL	17.90	PREFL OIL FOR SHOP
PENDING	3/16/15	FAREWAY	145.94	TEA/WATER FOR LAB
PENDING	3/16/15	GOODNATURE WORK STOP	179.97	EMPLOYEE BOOTS
PENDING	3/16/15	HAWKINS, INC.	950.58	ACRYLIC POLYMER
PENDING	3/16/15	IOWA LEAGUE OF CITIES	18.00	CITYSCAPE SUBSCRIPTION
PENDING	3/16/15	PLUMB SUPPLY CO.	85.37	BLDG 30 BISULFITE TANK PARTS
PENDING	3/16/15	QUALITY FLOW SYSTEMS, INC.	222.30	BLDG 30 FILTER SUPPLY PUMP PARTS
PENDING	3/16/15	SPRINGBROOK SOFTWARE	378.10	FEB CC/WEB PYMT FEES
PENDING	3/16/15	TRUCK EQUIPMENT, INC.	210.00	SERVICE TRUCK MUD FLAPS/RUNNING BARS
PENDING	3/16/15	ANKENBAUER, KENNETH	11.44	REFUND
PENDING	3/16/15	HEITLAND, GERALD & LAURA	3.17	REFUND
			<u>6,263.79</u>	