

**MINUTES OF BOARD OF TRUSTEES: April 18, 2017**  
**CLEAR LAKE SANITARY DISTRICT, CERRO GORDO COUNTY, IOWA**

The meeting was called to order by President Tim Clark at 1:30 p.m. Clark indicated to those present that the meeting was being tape recorded for meeting minute generation purposes only.

Trustees present: Tim Clark (President)  
Steve Nicklaus (Vice-President)  
Lothar Meyer (Treasurer)

Absent: Bobby Wolfram, Jr. (Clerk)

Also present: Kevin Moler, Administrator/Superintendent  
Taylor Moore, Accountant

Item # 1. Approve proposed agenda. Motion by Meyer, second by Nicklaus to approve the 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 March 2017 Financial Statement. Motion by Meyer, second by Nicklaus to approve the March 2017 Financial Statement. Motion carried, all Trustees present voting 'aye'.

Item # 4. Approve March 2017 Invoices. Motion by Nicklaus, second by Meyer to approve the March 2017 Invoices. Motion carried, all Trustees present voting 'aye'.

Item # 5. Approve March 21<sup>st</sup> and March 28<sup>th</sup>, 2017 board meeting minutes. Motion by Nicklaus, second by Meyer to approve the March 21<sup>st</sup> and March 28<sup>th</sup>, 2017 board meeting minutes. Motion carried, all Trustees present voting 'aye'.

Item # 6. Resolution 17-07, a Resolution approving a Voluntary Annexation Petition for Parcel 061930001000, 2500 S. 8<sup>th</sup> Street. Motion by Nicklaus, second by Meyer to approve Resolution 17-07, a Resolution approving a Voluntary Annexation Petition for Parcel 061930001000. President Clark called roll with the following results: Meyer, 'aye'; Nicklaus 'aye'; and Clark 'aye'. Motion carried.

Item # 7. Manhole 137 to Manhole 136 Spot Repair Quote. Moler stated that the contractor is having issues keeping the water out in order to make the cut necessary for the spot repair. The quote is for \$3,000 to install an end seal to prevent flow in the line, so that the cut may be made. The Board decided to wait for drier weather, when the flows will be lower and the cut should be easier to make without spending more money. No action taken

Item # 8. LS 3 Collection and Force Main Systems.

- Project Update – Moler said that the new line was installed as of 6:15 p.m. on Friday, April 7<sup>th</sup>, 2017. There were a few issues with a leaky fitting that caused some delays, but the job is complete.
- Condition Assessment – Moler stated that he's awaiting a proposal from S.E.H. Engineers for them to provide a condition assessment on the pipe and system to see what caused the leaks and where it's coming from. This would include measuring voltage from pipe to ground at about six different locations. The voltage would be monitored at each location for about a week in order to look for irregularities.
- Accessibility – Moler had sent an email to the Nature Conservancy who is the property manager for the property to the east and west of Lift Station #3. Moler noted that we have no way of accessing the pipe between manholes 92 and 86, which is a distance of 3,145 feet. Moler also mentioned that there's another 1,827 feet between manholes 96 and 102 that isn't always accessible. Moler and the Board discussed options for

constructing an access road to be able to get to these locations in case a blockage or some other emergency were to occur.

Item # 9. Unfinished Business. No report.

Item #10. Superintendent’s Report. No report.

Item #11. Trustees Report. No report.

There being no further business to discuss, motion by Nicklaus, second by Meyer to adjourn. Motion carried, all Trustees present voting ‘aye’. Meeting adjourned at 3:02 p.m.

ATTEST:

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Bobby Wolfram, Jr., Clerk

**Clear Lake Sanitary District  
Standard Monthly Invoices already paid as of April 18, 2017**

Check #	Date	Vendor Name	Amount	Description
EFT	03/28/17	NET PAYROLL	13,990.21	03/28/17 NET PAYROLL
EFT	03/28/17	FEDERAL W/H	5,987.38	03/28/17 FEDERAL WITHHOLDING
EFT	03/28/17	DHS W/H	230.77	03/28/17 DHS WITHHOLDING
EFT	03/28/17	EMPLOYEE HSA CONTRIBUTIONS	230.00	03/28/17 EMPLOYEE HSA CONTRIBUTIONS
EFT	03/28/17	IPERS W/H	9,823.38	03/28/17 IPERS WITHHOLDING
EFT	03/28/17	IA DEPT. REV.	3,174.00	03/28/17 STATE W/H
EFT	03/23/17	CLEAR LAKE B&T	56.20	DEPOSIT SLIP ORDER
EFT	04/05/17	POSTMASTER	1,361.79	APRIL BILL MAILING
EFT	04/12/17	NET PAYROLL	15,014.77	04/12/17 NET PAYROLL
EFT	04/12/17	BOARD PAYROLL	1,682.78	04/12/17 BOARD 4TH QTR 2016 PAYROLL
EFT	04/12/17	FEDERAL W/H	6,439.66	04/12/17 FEDERAL WITHHOLDING
EFT	04/12/17	DHS W/H	230.77	04/12/17 DHS WITHHOLDING
EFT	04/12/17	EMPLOYEE HSA CONTRIBUTIONS	230.00	04/12/17 EMPLOYEE HSA CONTRIBUTIONS
EFT	04/12/17	IA WORKFORCE DEVELOPMENT	150.01	1ST QTR 2017 UNEMPLOYMENT
EFT	04/12/17	IA DEPT. REV.	1,894.00	1ST QTR 2017 SALES TAX
22897	03/30/17	ALLIANT ENERGY	831.89	ELECTRIC/GAS
22898	03/30/17	PETTY CASH	92.13	PETTY CASH REIMBURSEMENT
22899	03/30/17	PLUMB SUPPLY CO	535.43	EXPANDER TOOL/THICKENER PARTS
22900	03/30/17	CRESCENT ELECTRIC	429.48	FISH TAPE/PUEGGEL NEC CLASS
22901	03/30/17	TUSHA, TED	28.68	MAR ON-CALL MILEAGE
22902	03/30/17	WELLMARK BCBS	11,488.14	HEALTH INSURANCE PREMIUMS
22903	03/30/17	AVESIS	218.35	VISION INSURANCE PREMIUMS
22904	03/30/17	PRINCIPAL FINANCIAL	903.18	DENTAL INSURANCE PREMIUMS
22905	03/30/17	VISU-SEWER	8,312.50	SEWER LINING PROJ - FINAL PAY REQUEST
22906	03/30/17	HUPP ELECTRIC MOTORS	1,119.00	ANNUAL CRANE/HOIST INSPECTIONS
22907	03/30/17	CARDMEMBER SERVICES	5.87	KRAMER - THICKENER PARTS
22907	03/30/17	CARDMEMBER SERVICES	0.99	KRAMER - THICKENER PARTS
22907	03/30/17	CARDMEMBER SERVICES	17.53	KRAMER - SHOP SUPPLIES
22907	03/30/17	CARDMEMBER SERVICES	6.99	KRAMER - MASKING TAPE

22907	03/30/17	CARDMEMBER SERVICES	9.99	KRAMER - PAINT FOR LS #5
22907	03/30/17	CARDMEMBER SERVICES	47.98	RV WHOLESALERS - EXPANDER TOOL
22907	03/30/17	CARDMEMBER SERVICES	5.03	MENARDS - FLAGS/PLANT SUPPLIES
22907	03/30/17	CARDMEMBER SERVICES	3.80	KRAMER - FLANGE BOLTS
22907	03/30/17	CARDMEMBER SERVICES	70.99	AMAZON - MARKERS/GRAVITY WATER HATCH
22907	03/30/17	CARDMEMBER SERVICES	310.95	CLTEL - PHONE/INTERNET SERVICE
22907	03/30/17	CARDMEMBER SERVICES	300.00	IAWEA - COLLECT. SYS. CONF - KMC/RF/GP
22907	03/30/17	CARDMEMBER SERVICES	64.78	FERGUSON ENTERPRISES - THICKENER PARTS
22907	03/30/17	CARDMEMBER SERVICES	152.08	VERIZON - PLANT CELL/CPU SERVICE
22907	03/30/17	CARDMEMBER SERVICES	77.00	AMAZON - FUEL FILTERS
22907	03/30/17	CARDMEMBER SERVICES	68.95	LANDS' END - UNIFORMS
22907	03/30/17	CARDMEMBER SERVICES	87.29	FERGUSON ENTERPRISES - THICKENER VENT
22907	03/30/17	CARDMEMBER SERVICES	864.75	HACH - LAB SUPPLIES
22907	03/30/17	CARDMEMBER SERVICES	80.00	NIACC - DOT REFRESHER COURSE
22907	03/30/17	CARDMEMBER SERVICES	9.38	KRAMER - HOTSY PARTS
22907	03/30/17	CARDMEMBER SERVICES	82.90	SUPPLYHOUSE.COM - POLYMER FEED LINE
22907	03/30/17	CARDMEMBER SERVICES	268.65	BEST WESTERN - CONFERENCE LODGING
22907	03/30/17	CARDMEMBER SERVICES	66.29	AMAZON - OFFICE SUPPLIES
22907	03/30/17	CARDMEMBER SERVICES	1,005.46	NORTH CENTRAL LABS - LAB SUPPLIES
22907	03/30/17	CARDMEMBER SERVICES	32.99	KRAMER - THICKENER PARTS
22907	03/30/17	CARDMEMBER SERVICES	451.45	AMAZON - FIREWALL
22907	03/30/17	CARDMEMBER SERVICES	982.45	AMAZON - NETWORK SWITCH
22908	03/30/17	MOORE, ANGIE	300.00	MAR CLEANING SERVICES
22909	03/30/17	NORTH IOWA SEPTIC SOLUTIONS	9,953.29	LS #3 FORCE MAIN SPOT REPAIR
22910	03/30/17	COUNTRYSIDE BUILDERS	550.00	TELEHANDLER RENTAL
22911	03/30/17	R COMM WIRELESS	95.00	LS #5 ANTENNA
22912	03/30/17	UTILITY EQUIPMENT CO.	3,380.00	MANHOLE FRAMS/GASKETS FOR COUNTY RD PROJ.
22913	03/30/17	SIOUX VALLEY ENVIRONMENTAL	1,395.00	ACRYLIC POLYMER
22914	03/30/17	KNOPF, GREG	260.00	ROLLING LAWN AT LS#5
22915	04/13/17	ALLIANT ENERGY	14,875.11	ELECTRIC/GAS
22916	04/13/17	MARCO, INC.	48.01	COPIER MAINT.
22917	04/13/17	CASE, MICHELLE	1,000.00	2017 DEDUCTIBLE REIMBURSEMENT
22918	04/13/17	ABSOLUTE WASTE REMOVAL	96.54	WASTE DISPOSAL SERVICE
22919	04/13/17	CLARK, TIM	29.43	1ST QTR 2017 MILEAGE
22920	04/13/17	NICKLAUS, STEVE	8.03	1ST QTR 2017 MILEAGE
22921	04/13/17	MEYER, LOTHAR	8.56	1ST QTR 2017 MILEAGE
22922	04/13/17	VISU-SEWER	5,468.88	SEWER LINING PROJ - 5% RETAINAGE PYMT
22923	04/13/17	WOLFRAM JR, ROBERT	26.75	1ST QTR 2017 MILEAGE
22924	04/13/17	HANCOCK COUNTY COOP	372.35	GAS
			<u>127,395.99</u>	

**Clear Lake Sanitary District  
Unpaid Invoices as of April 18, 2017**

Check #	Date	Vendor Name	Amount	Description
PENDING	4/18/17	ACCELA	2,113.75	2016 WEB PYMT/CC FEES
PENDING	4/18/17	ACCUJET	800.00	CUT ROD OUT OF SEWER LINE - N SHORE DR
PENDING	4/18/17	AHLERS & COONEY, P.C.	169.00	LEGAL SERVICES THRU MARCH 19, 2017
PENDING	4/18/17	ALLIANT ENERGY	2,465.05	GAS/ELECTRIC BILLS
PENDING	4/18/17	CULVER-HAHN ELECTRIC	14.74	LEAD TEST SET
PENDING	4/18/17	DJ GONGOL & ASSOCIATES, INC.	2,567.66	BLDG 30 FILTER BACKWASH PUMP PARTS
PENDING	4/18/17	EBI DRILLING, INC.	80,285.00	INSTALL/DRILLING LS #3 FORCE MAIN
PENDING	4/18/17	ELECTRIC PUMP	12,909.00	LS #2 PUMP
PENDING	4/18/17	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS

PENDING	4/18/17	FERGUSON WATERWORKS	54,555.58	LS #3 FORCE MAIN PROJECT PARTS
PENDING	4/18/17	FIVE STAR CO-OP	94.99	VALVE FOR LS #3 FORCE MAIN PROJECT
PENDING	4/18/17	HEARTLAND PAPER CO.	223.46	PLANT SUPPLIES
PENDING	4/18/17	IOWA ONE CALL	43.60	IA ONE CALL LOCATE CHARGES
PENDING	4/18/17	LANDFILL OF NORTH IOWA	31.00	WASTE/GRIT DISPOSAL
PENDING	4/18/17	NAPA	159.83	PARTS/SUPPLIES
PENDING	4/18/17	NORTH IOWA SEPTIC SOLUTIONS	66,371.07	EXCAVATION/CONNECT LS #3 FORCE MAIN
PENDING	4/18/17	PEKIN	509.26	LIFE INSURANCE PREMIUMS
PENDING	4/18/17	SEH, INC	3,094.87	SEWER LINING PROJECT ENGINEERING
PENDING	4/18/17	TEST AMERICA	2,839.50	LAB TESTING
PENDING	4/18/17	WELLMARK BLUE CROSS	11,488.14	HEALTH INS PREMIUMS
PENDING	4/18/17	COOK, LANI	104.38	REFUND
PENDING	4/18/17	WHITT, CHARLES	19.81	REFUND
			<u>240,953.41</u>	