

MINUTES OF BOARD OF TRUSTEES: August 25, 2014
CLEAR LAKE SANITARY DISTRICT, CERRO GORDO COUNTY, IOWA

The meeting was called to order by President John Miller at 1:30 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: Rich Piscopo, Attorney

Also present: Kevin L Moler, Superintendent
Taylor Moore, Accountant Departed at 3:00 pm

Item # 1. Approve proposed agenda. Motion by Clark, second by Lahner 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. HVAC & Lighting Upgrade.

- Project Pay Request #3. Moler explained that the pay request is for 72% completion of the lighting/electrician portion of the project. Motion by Meyer, second by Clark to approve Project Pay Request #3. Motion carried, Lahner, Meyer, Miller, and Clark voting 'aye', and Wolfram voting 'nay'.
- Change Order #1, Additional Lights. Moler noted that four wall-pack lights were missed on the bid drawings and that is what is being added. The cost of the change order amounts to \$3,028.00. Moler and the Board agreed that this is too high and we could purchase and install these four lights ourselves. No action taken on this item.

Item # 4. Controls Upgrade Project. Alvine Engineering services agreement. Moler covered the contract in full, explaining each option. There were four "Tasks" to the contract, Control System Design (Task 400), Video Surveillance System Design (Task 401), and Bidding and Construction Administration Services (Tasks 500 & 600). This project aims to upgrade all the communication controls from DH+ to Ethernet at the plant and at the lift stations. Moler noted that Task 401, which would add video surveillance to the lift stations and the plant, is not available unless Tasks 400, 500, and 600 are approved. The cost for the services without the video surveillance would be \$59,600. Adding Task 401, Video Surveillance, would add \$15,200 to that amount for a total of \$74,800. The Board discussed and determined that Task 401, at the additional cost it would add, would not be necessary at this time. Motion by Lahner, second by Clark to approve the Alvine Engineering services agreement for Tasks 400, 500, and 600 in the amount of \$59,600. Motion carried, all Trustees present voting 'aye'.

Item # 5. Account Adjustment, #014416-000. Moler received a call from the developer regarding the 36 base rates that were billed to this property. The property is still under construction and the owner requested that the base rates be waived until construction is completed in November. Moler said that the sewer has been connected to this complex and it only has one water meter servicing all 36 units. The ordinance states once a property is connected to the sanitary sewer, it shall begin paying the base rate. The Board stated that they must follow the ordinance and continue billing the base rates since the property is connected to the sewer. No action taken on this item.

Item # 6. Unfinished Business. Moler presented several health insurance options for the upcoming renewal. Ranging from increasing the employees contribution in twenty-five dollar increments to lowering the amount seeded into the employees HSA account. Moler presented nine different options in total. This will be discussed again at a future meeting. Moler also mentioned he has been working on scheduling a meeting with Chip Schultz with Ruan Securities to review financial investment options and financial operating plan strategies.

Item # 7. Superintendent's Report. No report.

Item # 8. Attorney's Report. No report.

Item # 9. Trustees Report. No report.

There being no further business to discuss, motion by Clark, second by Wolfram to adjourn. Motion carried, all Trustees present voting 'aye'. Meeting adjourned at 3:32 p.m.

ATTEST:

Bobby, Wolfram, Jr., Clerk