

MINUTES OF BOARD OF TRUSTEES: December 15, 2015
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: None

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

Item # 1. Approve proposed agenda. Motion by Meyer, second by Clark 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 November 2015 Financial Statement. Motion by Clark, second by Lahner to approve the November 2015 Financial Statement. Motion carried, all Trustees present voting 'aye'.

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

Item # 5. Approve November 17th, 2015 board meeting minutes. Motion by Clark, second by Meyer to approve the November 17th, 2015 board meeting minutes. Motion carried, all Trustees present voting 'aye'.

Item # 6. Employee Early Retirement Plan Agreement. Moler stated he was awaiting calls from financial institutions and attorney's regarding how to finalize the financial portion of this plan. This has been tabled until further information has been received, with hopes to have it resolved by December 31, 2015.

Item # 7. Employee wage and contract review. This was tabled to the January 5th, 2016 Budget Workshop.

Item # 8. Unfinished Business. Moler informed the Board that he had ordered the "one time bump" on the CD at 0.75% which increased the rate to 1.15% as directed by Trustee Meyer and the rest of the Board. Moler also noted that there was a draft budget in the board packet for them to review prior to January's Budget Workshop. Lastly, Moler stated that our new NPDES permit is being worked on and it's looking more and more like we'll need to disinfect, just as Moler expected. This will be in discussions in future meetings.

Item # 9. Superintendent's Report. No report.

Item #10. Attorney's Report. No report.

Item #11. Trustees Report. Lahner mentioned that on Monday, December 14th, 2015 he met with Trustee Clark, Moler, Scott Flory and Joe Weigel from the City of Clear Lake as well as Mason City Airport chairman Tom Hovland and director Pam Osgood. There were discussions of

running a force main from their pump station to our pump station as they've continued to grow and it would appear that they may soon surpass the limitations the DNR has set on their lagoon. They would then need to find an alternate method of disposing of their waste and that's where the District comes into play. The Mason City Airport will be discussed further at future meetings.

There being no further business to discuss, motion by Meyer, second by Wolfram to adjourn. Motion carried, all Trustees present voting 'aye'. Meeting adjourned at 3:16 p.m.

ATTEST:

Bobby Wolfram, Jr., Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of December 15, 2015

Check #	Date	Vendor Name	Amount	Description
EFT	11/24/15	NET PAYROLL	14,099.76	11/24/15 NET PAYROLL
EFT	11/24/15	FEDERAL W/H	5,965.27	11/24/15 FEDERAL WITHHOLDING
EFT	11/24/15	DHS W/H	230.77	11/24/15 DHS WITHHOLDING
EFT	11/24/15	EMPLOYEE HSA CONTRIBUTIONS	180.00	11/24/15 EMPLOYEE HSA CONTRIBUTIONS
EFT	11/24/15	IPERS W/H	6,646.73	11/24/15 IPERS WITHHOLDING
EFT	11/24/15	IA DEPT. REV.	2,146.00	11/24/15 STATE W/H
EFT	12/01/15	BANKERS TRUST	8,343.75	P&I REVENUE BOND
EFT	12/01/15	BANKERS TRUST	250.00	AGENT FEE
EFT	12/01/15	BANKERS TRUST	274,673.75	P&I G.O. BOND
EFT	12/01/15	BANKERS TRUST	250.00	AGENT FEE
EFT	12/09/15	NET PAYROLL	15,430.89	12/09/15 NET PAYROLL
EFT	12/09/15	FEDERAL W/H	6,267.57	12/09/15 FEDERAL WITHHOLDING
EFT	12/09/15	DHS W/H	230.77	12/09/15 DHS WITHHOLDING
EFT	12/09/15	EMPLOYEE HSA CONTRIBUTIONS	180.00	12/09/15 EMPLOYEE HSA CONTRIBUTIONS
EFT	12/09/15	POSTMASTER	1,407.45	DEC BILL MAILING
22099	12/01/15	AQUA-AEROBIC SYSTEMS	9,104.65	SBR #3 DIFFUSER MEMBRANES
22100	12/01/15	ALLIANT ENERGY	529.21	ELECTRIC/GAS
22101	12/01/15	DATA TECHNOLOGIES	2,294.50	2016 SUMMIT LICENSE/SUPPORT FEE
22102	12/01/15	GLEN'S TIRE	82.00	TRUCK #1 BALANCE/MOUNT TIRES
22103	12/01/15	HEARTLAND PAPER CO.	157.98	PAPER TOWELS/TOILET PAPER
22104	12/01/15	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
22105	12/01/15	TEST AMERICA	1,837.25	LAB TESTING
22106	12/01/15	TUSHA, TED	14.61	NOVEMBER ON-CALL MILEAGE
22107	12/01/15	WELLMARK BCBS	10,907.12	HEALTH INSURANCE PREMIUMS
22108	12/01/15	FEDERAL EXPRESS	58.53	OCT/NOV SHIPPING CHARGES
22109	12/01/15	AVESIS	202.54	VISION INSURANCE PREMIUMS
22110	12/01/15	MIDWEST PIPE SUPPLY	56.00	SEWER PIPE - VAC-A-TEE PROJECT
22111	12/01/15	OFFICE ELEMENTS	73.80	PAPER
22112	12/01/15	PRINCIPAL FINANCIAL	897.03	DENTAL INSURANCE PREMIUMS
22113	12/01/15	PEKIN LIFE INSURANCE	549.26	LIFE INSURANCE PREMIUMS
22114	12/01/15	CARDMEMBER SERVICES	295.97	CL TEL - PHONE/INTERNET SERVICE
22114	12/01/15	CARDMEMBER SERVICES	67.98	VTEL - PHONE/INTERNET SERVICE

22114	12/01/15	CARDMEMBER SERVICES	19.28	KRAMER - ZIP TIES
22114	12/01/15	CARDMEMBER SERVICES	94.66	USA BLUE BOOK - CHLORINE PUMP BALL VALVE
22114	12/01/15	CARDMEMBER SERVICES	9.87	FLEET FARM - CLAMPS
22114	12/01/15	CARDMEMBER SERVICES	10.98	TRACTOR SUPPLY - CLAMPS
22114	12/01/15	CARDMEMBER SERVICES	137.78	VERIZON - PLANT CELL/CPU SERVICE
22114	12/01/15	CARDMEMBER SERVICES	196.12	EBAY - LS #2 ELECTRIC HEATER
22114	12/01/15	CARDMEMBER SERVICES	50.84	EBAY - HEAT SHRINK TUBE - LABEL MAKER
22114	12/01/15	CARDMEMBER SERVICES	122.23	FISHER SCIENTIFIC - LAB SUPPLIES
22114	12/01/15	CARDMEMBER SERVICES	578.12	FISHER SCIENTIFIC - LAB SUPPLIES
22114	12/01/15	CARDMEMBER SERVICES	29.38	NEWARK ELEMENT - CABINET HEATER FAN
22114	12/01/15	CARDMEMBER SERVICES	124.54	KAMAN - ADAPTERS/COUPLERS FOR HOSES
22114	12/01/15	CARDMEMBER SERVICES	18.95	KRAMER - PUMP PARTS
22114	12/01/15	CARDMEMBER SERVICES	212.58	AMAZON - LAB/OFFICE SUPPLIES
22114	12/01/15	CARDMEMBER SERVICES	15.43	EBAY - SWITCH FOR LAB OVEN
22114	12/01/15	CARDMEMBER SERVICES	37.98	MENARDS - FLAGS
22115	12/01/15	MOORE, ANGIE	300.00	CLEANING SERVICES
22116	12/01/15	CULVER-HAHN	31.95	SBR #1 PARTS
22117	12/01/15	EMEDCO	185.54	COVERALLS - SHOP
22118	12/01/15	RIVER CITY COMMUNICATIONS	933.75	FIBER WORK FOR CONTROLS UPGRADE PROJECT
22119	12/01/15	WESTERN PETROLEUM CO.	783.20	OIL FOR SHOP SUPPLY
22120	12/01/15	SJE RHOMBUS	1,856.25	COMPONENTS FOR CONTROLS UPGRADE PROJECT
22121	12/10/15	MARCO, INC.	46.84	COPIER MAINT. FEE
22122	12/10/15	ABSOLUTE WASTE	94.56	WASTE REMOVAL SERVICE
22123	12/10/15	CONSOLIDATED ENERGY	235.50	OIL/GREASE
22124	12/10/15	UNITED RENTALS	64.08	SAW RENTAL - CYCLONE PROJECT
22125	12/10/15	HANCOCK COUNTY OIL	267.02	GAS
			<u>369,982.29</u>	

**Clear Lake Sanitary District
Unpaid Invoices as of December 15, 2015**

Check #	Date	Vendor Name	Amount	Description
PENDING	12/15/15	ALLIANT ENERGY	13,185.53	GAS/ELECTRIC BILLS
PENDING	12/15/15	B&F FASTENER SUPPLY	32.87	WASHERS/DRILL BIT - SHOP
PENDING	12/15/15	BMC AGGREGATES L.C.	68.09	SAND - VAC-A-TEE PROJECT
PENDING	12/15/15	CULVER-HAHN ELECTRIC	181.33	BLOWER TIMERS
PENDING	12/15/15	FAREWAY	140.94	WATER FOR LAB/COFFEE/TEA
PENDING	12/15/15	HEARTLAND ASPHALT, INC.	4,454.10	ASPHALT PATCH/CRACK FILL
PENDING	12/15/15	IOWA ONE CALL	28.80	IA ONE CALL LOCATE CHARGES
PENDING	12/15/15	J&J MACHINING WELDING & FAB.	262.50	PIPING FOR CYCLONE PROJECT
PENDING	12/15/15	LAKE AUTO PARTS	11.43	BULBS - TRUCK #2
PENDING	12/15/15	LANDFILL OF NORTH IOWA	31.00	GRIT DISPOSAL
PENDING	12/15/15	MIKE'S C&O TIRE	592.32	TIRES FOR TRUCK #1
PENDING	12/15/15	NAPA	284.34	PARTS/SUPPLIES
PENDING	12/15/15	NIACC	99.00	NIACC BUSINESS COURSE
PENDING	12/15/15	QUALITY FLOW SYSTEMS, INC.	605.40	SBR SLUDGE PUMP PARTS
PENDING	12/15/15	QUALITY PUMP & CONTROL	250.00	SBR #1 SLUDGE PUMP CORD
PENDING	12/15/15	SIMMONS PERRINE MOYER BER PLC	5,250.50	LEGAL SERVICES THRU 10/31/15
PENDING	12/15/15	UTILITY EQUIPMENT CO.	689.80	PARTS FOR CYCLONE PROJECT
PENDING	12/15/15	LEAKE, DAVID & REBECCA	19.31	REFUND
PENDING	12/15/15	MORROW, MIKE & CARLA	33.50	REFUND
PENDING	12/15/15	SPIRIT MASTER FUNDING, LLC	16.26	REFUND
			<u>26,237.02</u>	