

**MINUTES OF BOARD OF TRUSTEES: February 16, 2016
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:

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 January 2016 Financial Statement. Motion by Clark, second by Lahner to approve the January 2016 Financial Statement. Motion carried, all Trustees present voting 'aye'.

Item # 4. Approve January 2016 Invoices. Motion by Meyer, second by Clark to approve the January 2016 Invoices. Motion carried, all Trustees present voting 'aye'.

Item # 5. Approve January 19th, 2016 board meeting minutes. Motion by Clark, second by Lahner to approve the January 19th, 2016 board meeting minutes. Motion carried, all Trustees present voting 'aye'.

Item # 6. Resolution 16-01, a Resolution approving FY 2017 Budget. Motion by Clark, second by Lahner to approve Resolution 16-01, a Resolution approving FY 2017 Budget. President Miller called roll with the following results: Wolfram, 'aye', Clark, 'aye', Miller, 'aye', Meyer, 'aye', and Lahner, 'aye'. Motion carried.

Motion by Clark, second by Wolfram to approve the FY 2015 Audit. Motion carried, all Trustees present voting 'aye'.

Item # 7. Accounting Method. Moler and the Board discussed changing back to cash basis from the current accrual method. This item was tabled.

Item # 8. Unfinished Business. No unfinished business.

Item # 9. Superintendent's Report.

- Controls Upgrade – Moler noted that the upgrade at the plant was complete and all that was left were the lift stations.
- Drainage District 49 – Moler covered the details of the Drainage District 49 project meeting he attended. If this project does happen, the District won't be directly affected and may only owe roughly \$15 for the property at Lift Station #8.

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

Item #11. Trustees Report. No report.

There being no further business to discuss, motion by Lahner, second by Clark to adjourn. Motion carried, all Trustees present voting 'aye'. Meeting adjourned at 2:43 p.m.

ATTEST:

Bobby Wolfram, Jr., Clerk

**Clear Lake Sanitary District
Standard Monthly Invoices already paid as of February 16, 2016**

Check #	Date	Vendor Name	Amount	Description
EFT	01/20/16	NET PAYROLL	12,938.36	01/20/16 NET PAYROLL
EFT	01/20/16	FEDERAL W/H	5,311.58	01/20/16 FEDERAL WITHHOLDING
EFT	01/20/16	DHS W/H	230.77	01/20/16 DHS WITHHOLDING
EFT	01/20/16	EMPLOYEE HSA CONTRIBUTIONS	230.00	01/20/16 EMPLOYEE HSA CONTRIBUTIONS
EFT	01/20/16	IPERS W/H	6,231.02	01/20/16 IPERS WITHHOLDING
EFT	01/20/16	IA DEPT. REV.	3,963.00	01/20/16 STATE W/H
EFT	02/03/16	NET PAYROLL	13,526.13	02/03/16 NET PAYROLL
EFT	02/03/16	FEDERAL W/H	5,349.82	02/03/16 FEDERAL WITHHOLDING
EFT	02/03/16	DHS W/H	230.77	02/03/16 DHS WITHHOLDING
EFT	02/03/16	EMPLOYEE HSA CONTRIBUTIONS	230.00	02/03/16 EMPLOYEE HSA CONTRIBUTIONS
EFT	02/03/16	POSTMASTER	1,418.87	FEB BILL MAILING
22209	01/20/16	VOID	-	VOID
22210	01/20/16	VOID	-	VOID
22211	01/20/16	VOID	-	VOID
22212	01/28/16	IOWA ONE CALL	19.00	IA ONE CALL CHARGES
22213	01/28/16	ALLIANT ENERGY	11,295.77	ELECTRIC/GAS
22214	01/28/16	HEARTLAND PAPER CO.	163.15	SHOP WIPES/SUPPLIES
22215	01/28/16	EMC NATIONAL LIFE	40.22	LIFE INSURANCE PREMIUMS
22216	01/28/16	FASTENAL CO.	40.50	NOZZLE FOR SHOP
22217	01/28/16	CRESCENT ELECTRIC	1,271.32	FIBER OPTIC CABLE/GEL
22218	01/28/16	TEST AMERICA LABS	1,349.00	LAB TESTING
22219	01/28/16	TUSHA, TED	1,000.00	2016 HSA CONTRIBUTION
22220	01/28/16	AVESIS	202.54	VISION INS PREMIUMS
22221	01/28/16	PRINCIPAL FINANCIAL	897.03	DENTAL INSURANCE PREMIUMS
22222	01/28/16	CARDMEMBER SERVICES	846.64	HACH - LAB SUPPLIES
22222	01/28/16	CARDMEMBER SERVICES	181.73	STAPLES - TONER/LAMINATING POUCHES
22222	01/28/16	CARDMEMBER SERVICES	34.84	KRAMER - HOSE CLEANING PARTS
22222	01/28/16	CARDMEMBER SERVICES	295.97	CL TEL - PHONE/INTERNET SERVICE
22222	01/28/16	CARDMEMBER SERVICES	67.98	VTEL - PHONE SERVICE
22222	01/28/16	CARDMEMBER SERVICES	76.10	TARGET - CURTAIN/HOOKS - THICKENER
22222	01/28/16	CARDMEMBER SERVICES	8.97	KRAMER - THICKENER PARTS
22222	01/28/16	CARDMEMBER SERVICES	128.60	UNITED STATES PLASTIC - HYDRO TANK PARTS
22222	01/28/16	CARDMEMBER SERVICES	47.41	AMAZON - OFFICE SUPPLIES/VACUUM BELTS
22222	01/28/16	CARDMEMBER SERVICES	138.10	VERIZON - PLANT CELL/PC SERVICE
22222	01/28/16	CARDMEMBER SERVICES	137.58	STANDARD BEARINGS - LS#2 PUMP #2 BEARINGS
22222	01/28/16	CARDMEMBER SERVICES	10.60	STANDARD BEARINGS - LS#2 PUMP #2 BEARINGS
22222	01/28/16	CARDMEMBER SERVICES	301.14	MENARDS - SOFTENER SALT
22222	01/28/16	CARDMEMBER SERVICES	47.12	KRAMER - WELL PRESSURE TANK PARTS
22222	01/28/16	CARDMEMBER SERVICES	23.98	KRAMER - TRUCK #1 & #2 TOOL BOXES

22222	01/28/16	CARDMEMBER SERVICES	52.25	EBAY - TOOL BATTERY
22222	01/28/16	CARDMEMBER SERVICES	64.17	ULINE - BANDING KIT
22222	01/28/16	CARDMEMBER SERVICES	8.47	KRAMER - SHOP SUPPLIES
22222	01/28/16	CARDMEMBER SERVICES	330.34	HYVEE - CHRISTMAS LUNCHEON
22222	01/28/16	CARDMEMBER SERVICES	2,063.51	123SECURITY - CELLULAR DIALERS
22222	01/28/16	CARDMEMBER SERVICES	63.97	KRAMER - SHOP SUPPLIES
22222	01/28/16	CARDMEMBER SERVICES	295.65	COMFORT INN - LODGING - MAINT. CONFERENCE
22222	01/28/16	CARDMEMBER SERVICES	492.13	USA BLUE BOOK - THICKENER PARTS
22223	01/28/16	MOORE, ANGIE	300.00	CLEANING SERVICES
22224	01/28/16	B&F FASTENER SUPPLY	192.27	BOLTS - SHOP STOCK
22225	01/28/16	HAWKINS, INC.	1,901.16	ACRYLIC POLYMER
22226	01/28/16	CULVER-HAHN ELECTRIC	238.65	CONDUIT/FUSES - BLDG 30
22227	01/28/16	LMK TECHNOLOGIES, LLC	131.00	SHIPPING ON REPLACEMENT SADDLE
22228	01/28/16	LAKE AUTO PARTS, INC.	21.36	SHOP SUPPLIES
22229	01/28/16	ACCELA, INC.	392.35	WEB ACCT/CREDIT CARD FEES
22230	01/28/16	UV DOCTOR SYSTEMS	665.00	BLDG #30 BALLAST
22231	02/08/16	ALLIANT ENERGY	6,053.82	ELECTRIC/GAS
22232	02/08/16	MCLAUGHLIN, KELLY	36.70	GAS/MEAL REIMBURSEMENT - MAINT. CONF.
22233	02/08/16	MARCO, INC.	30.22	JAN COPIER MAINT.
22234	02/08/16	CASE, MICHELLE	1,000.00	2016 HSA CONTRIBUTION
22235	02/08/16	ABSOLUTE WASTE	93.72	WASTE REMOVAL SERVICE
22236	02/08/16	PUEGGEL, GRANT	8.00	MEAL REIMBURSEMENT - MAINTENANCE CONF.
22237	02/08/16	PEKIN LIFE	509.26	LIFE INSURANCE PREMIUMS
22238	02/08/16	HANCOCK COUNTY OIL	145.98	GAS
			83,375.59	

**Clear Lake Sanitary District
Unpaid Invoices as of February 16, 2016**

Check #	Date	Vendor Name	Amount	Description
PENDING	2/16/16	ACCELA	413.25	JAN WEB PYMT & CREDIT CARD FEES
PENDING	2/16/16	AHLERS & COONEY, P.C.	62.00	LEGAL SERVICES THRU JANUARY 19, 2016
PENDING	2/16/16	ALLIANT ENERGY	10,207.37	GAS/ELECTRIC BILLS
PENDING	2/16/16	AMERICAN SOLUTIONS FOR BUSINESS	1,438.19	BILLING CARDS
PENDING	2/16/16	CLEAR LAKE MIRROR REPORTER	46.19	LEGAL PUBLICATION - PUBLIC HEARING
PENDING	2/16/16	CULVER-HAHN ELECTRIC	82.62	BLDG #30 SAMPLER PARTS
PENDING	2/16/16	D.A. DAVIDSON & CO.	500.00	FY '15 EMMA BOND DISCLOSURES
PENDING	2/16/16	FAREWAY	37.90	COFFEE/TEA
PENDING	2/16/16	GFG INSTRUMENTATION	122.66	GAS DETECTOR CALIBRATION GAS
PENDING	2/16/16	GRP & ASSOCIATES	106.50	LAB WASTE DISPOSAL
PENDING	2/16/16	HEALTHWORKS	500.50	EMPLOYEE DOT PHYSICALS
PENDING	2/16/16	IOWA ONE CALL	4.50	IA ONE CALL LOCATE CHARGES
PENDING	2/16/16	LAKE AUTO PARTS	68.96	TRUCK #1 & 2 WIPER BLADES
PENDING	2/16/16	LANDFILL OF NORTH IOWA	31.00	GRIT DISPOSAL
PENDING	2/16/16	MASON CITY RED POWER	4.45	SKID LOADER PARTS
PENDING	2/16/16	NAPA	95.35	PARTS/SUPPLIES
PENDING	2/16/16	SIMMONS PERRINE MOYER BER PLC	1,800.50	LEGAL SERVICES THRU 12/31/15
PENDING	2/16/16	SJE RHOMBUS	17,228.29	SERVICE/FLEX - CONTROLS UPGRADE PROJ.
PENDING	2/16/16	WELLMARK BLUE CROSS	10,907.12	HEALTH INS PREMIUMS
PENDING	2/16/16	WOODFORD LUMBER & HOME CO.	8.33	DOOR JAMB TRIM
PENDING	2/16/16	ZIEGLER	4,277.45	LS#1 GENERATOR MAINTENANCE/PARTS
			47,943.13	