

MINUTES OF BOARD OF TRUSTEES: June 21, 2016
CLEAR LAKE SANITARY DISTRICT, CERRO GORDO COUNTY, IOWA

The meeting was called to order by President John Miller at 12:30 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 Nicklaus

Absent:

Also present: Kevin Moler, Administrator/Superintendent
Taylor Moore, Accountant
Tom Madden, Engineer, SEH
Steve Nadel, Bonding Attorney, Ahler's Law Firm
Mike Maloney, Municipal Advisor, D.A. Davidson
Reed Kuper, Greenfield Nitrogen
Karl Theis, Greenfield Nitrogen
Linda Thrasher, Greenfield Nitrogen

Item # 1. Approve proposed agenda. Motion by Clark, second by Meyer to amend and approve the proposed agenda to include Item # 7a. Appointment of a Trustee and Item #7b. Roof Membrane Replacement. 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 May 2016 Financial Statement. Motion by Clark, second by Wolfram to approve the May 2016 Financial Statement. Motion carried, all Trustees present voting 'aye'.

Item # 4. Approve May 2016 Invoices. Motion by Clark, second by Meyer to approve holding the Simmons Perrine Moyer Bergman, PLC invoice until further notice and approving the remainder of the May 2016 Invoices. Motion carried, all Trustees present voting 'aye'.

Item # 5. Approve May 17th, 2016 board meeting minutes. Motion by Clark, second by Wolfram to approve the May 17th, 2016 board meeting minutes. Motion carried, all Trustees present voting 'aye'.

Item # 6. Resolution 16-07, a Resolution Ordering Bids, Setting Bid Opening Date, Public Hearing Date, and Ordering to be Published Public Notice for the Sanitary Sewer Rehabilitation Project. Moler and the Board set the publication date of July 6th with the Public Hearing date of July 19th. Motion by Clark, second by Wolfram to approve Resolution 16-07, a Resolution Ordering Bids, Setting Bid Opening Date, Public Hearing Date, and Ordering to be Published Public Notice for the Sanitary Sewer Rehabilitation Project. President Miller called roll with the following results: Wolfram 'aye'; Clark 'aye'; Meyer 'aye'; and Miller 'aye'. Motion carried.

Item # 7. CD Quotes. Moler covered the CD quotes with the Trustees, the best option being a 36 month change of rate CD at 1.40% from Farmer's State Bank. Motion by Meyer, second by Clark to approve the \$600,000, 1.40% change of rate CD from Farmer's State Bank. Motion carried, all Trustees present voting 'aye'.

Item #7a. Trustee Appointment. Motion by Wolfram, second by Clark to appoint Steve Nicklaus as the interim Trustee. Motion carried, all Trustees present voting 'aye'.

Item #7b. Roof Membrane Replacement Project. Moler stated the roof is in need of repair. SEH has drawn up a contract to engineer the roofing project. The cost of their services would be not to exceed \$7,500. Motion by Wolfram, second by Clark to approve the SEH contract for the engineering of the Roof Membrane Project. Motion carried, all Trustees present voting ‘aye’.

Item # 8. Greenfield Nitrogen (GN) presentation. GN presented their business plan to the Board of Trustees and proceeded with a Q&A with the Trustees. GN expressed that they are looking to use reuse water instead of tapping the Jordan Aquifer.

Wolfram exited at 4:10 p.m.

Moler and the Trustees continued to discuss the legalities and options with Nadel, the Bonding Attorney, and Maloney, the Municipal Advisor, in regards to finding a way to provide GN with the reuse water they need. Moler said that in order for GN to get the reuse water they need, they may need to work with Alliant and Mason City as well. Nadel noted that he needed to do more research and would get back to the Board regarding the potential options for the District and GN.

Item # 9. GN project consultation contract: CRU Group. Moler noted that this company knows the ins and outs of the nitrogen fertilizer industry all over the world. CRU Group has written up a contract in the amount of \$6,950 to review Greenfield Nitrogen’s business plan and to provide the District with strong and weak points of their plan. No action taken on this item.

Item #10. Unfinished Business. Moler asked the Board if any of them have spoken to the County in regards to the unsigned agreement and the District’s settlement funds that should have been received three weeks ago. Meyer indicated that he contacted a supervisor.

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

Item #12. Attorney’s Report. No report.

Item #13. Trustees Report. No report.

There being no further business to discuss, motion by Meyer, second by Nicklaus to adjourn. Motion carried, all Trustees present voting ‘aye’. Meeting adjourned at 4:44 p.m.

ATTEST:

Bobby Wolfram, Jr., Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of June 21, 2016

Check #	Date	Vendor Name	Amount	Description
EFT	05/25/16	NET PAYROLL	13,213.16	05/25/16 NET PAYROLL
EFT	05/25/16	FEDERAL W/H	5,431.33	05/25/16 FEDERAL WITHHOLDING
EFT	05/25/16	DHS W/H	230.77	05/25/16 DHS WITHHOLDING
EFT	05/25/16	EMPLOYEE HSA CONTRIBUTIONS	230.00	05/25/16 EMPLOYEE HSA CONTRIBUTIONS
EFT	05/25/16	IPERS W/H	6,099.60	05/25/16 IPERS WITHHOLDING

EFT	05/25/16	IA DEPT. REV.	1,925.00	05/25/16 STATE W/H
EFT	06/01/16	BANKERS TRUST	793,343.75	P&I REVENUE BOND
EFT	06/01/16	BANKERS TRUST	750.00	AGENT FEE
EFT	06/01/16	BANKERS TRUST	267,553.75	P&I G.O. BOND
EFT	06/01/16	BANKERS TRUST	250.00	AGENT FEE
EFT	06/08/16	POSTMASTER	1,352.41	JUNE BILL MAILING
EFT	06/08/16	NET PAYROLL	14,361.65	06/08/16 NET PAYROLL
EFT	06/08/16	FEDERAL W/H	5,639.02	06/08/16 FEDERAL WITHHOLDING
EFT	06/08/16	DHS W/H	230.77	06/08/16 DHS WITHHOLDING
EFT	06/08/16	EMPLOYEE HSA CONTRIBUTIONS	230.00	06/08/16 EMPLOYEE HSA CONTRIBUTIONS
22393	05/19/16	ALLIANT ENERGY	9,494.23	ELECTRIC/GAS
22394	05/19/16	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
22395	05/19/16	PETTY CASH	116.29	POSTAGE/OFFICE SUPPLIES
22396	05/19/16	CASE, MICHELLE	15.46	COFFEE
22397	05/19/16	WELLMARK BCBS	10,907.12	HEALTH INSURANCE PREMIUMS
22398	05/19/16	J&J MACHINE	343.20	SHOP HOIST PLATE
22399	05/19/16	MOORE, ANGIE	150.00	CLEANING SERVICES
22400	05/19/16	CONSOLIDATED ENERGY	69.40	SHOP HOIST OIL
22401	05/19/16	LAKE AUTO	26.17	WIRE/VEHICLE PARTS
22402	06/03/16	BMC AGGREGATES LLC	162.22	GRAVEL - LS#4
22403	06/03/16	ALLIANT ENERGY	201.66	ELECTRIC/GAS
22404	06/03/16	NAPA	130.74	SHOP PRESS PARTS
22405	06/03/16	POSTMASTER	84.00	PO BOX SERVICE FEE
22406	06/03/16	LANDFILL OF NORTH IOWA	31.00	GRIT DISPOSAL
22407	06/03/16	NORTHERN BALANCE & SCALE	658.00	LAB EQUIPMENT SERVICE & CALIBRATION
22408	06/03/16	HUBER SUPPLY	45.08	ARGON CYLINDER
22409	06/03/16	AHLERS & COONEY, PC	359.90	LEGAL SERVICES
22410	06/03/16	TEST AMERICA	1,152.50	LAB TESTING
22411	06/03/16	NORTH IOWA COOP	5.00	SCALE USAGE - SERVICE TRUCK
22412	06/03/16	FEDERAL EXPRESS	402.43	APR/MAY SHIPPING CHARGES
22413	06/03/16	ABSOLUTE WASTE REMOVAL	93.72	WASTE DISPOSAL SERVICE
22414	06/03/16	FIVE STAR COOP	37.68	WEED SPRAY
22415	06/03/16	IMWCA	7,765.00	WORKERS COMP PREMIUMS
22416	06/03/16	FLOYD & LEONARD AUTO ELEC.	10.84	WEED EATER STRING
22417	06/03/16	AVESIS	202.54	VISION INSURANCE PREMIUMS
22418	06/03/16	OFFICE ELEMENTS	89.25	OFFICE PAPER
22419	06/03/16	PUEGGEL, GRANT	10.80	MAY ON-CALL MILEAGE
22420	06/03/16	PRINCIPAL FINANCIAL	897.03	DENTAL INSURANCE PREMIUMS
22421	06/03/16	CARDMEMBER SERVICES	(78.00)	LANDS' END - UNIFORM RETURNS
22421	06/03/16	CARDMEMBER SERVICES	150.00	EBAY - LS#3 PUMP #3 PARTS
22421	06/03/16	CARDMEMBER SERVICES	5.79	KRAMER - GLUE
22421	06/03/16	CARDMEMBER SERVICES	563.38	USA BLUEBOOK - LMI PUMP PARTS
22421	06/03/16	CARDMEMBER SERVICES	398.95	STANDARD BEARINGS - LS #3 PUMP #3 PARTS
22421	06/03/16	CARDMEMBER SERVICES	296.75	CLTEL - PHONE/INTERNET SERVICE
22421	06/03/16	CARDMEMBER SERVICES	16.99	KRAMER - GRASS SEED
22421	06/03/16	CARDMEMBER SERVICES	38.69	AMAZON - CONTROL OFFICE ANTIVIRUS
22421	06/03/16	CARDMEMBER SERVICES	44.00	AMAZON - MOWER TIE DOWN STRAPS
22421	06/03/16	CARDMEMBER SERVICES	4,473.19	LOBEPRO - POSITIVE DISPLACEMENT PUMP
22421	06/03/16	CARDMEMBER SERVICES	45.19	AMAZON - MOWER TIE DOWN STRAPS
22421	06/03/16	CARDMEMBER SERVICES	136.79	AMAZON - SHOCK LABELS
22421	06/03/16	CARDMEMBER SERVICES	159.43	VERIZON - PLANT CELL/CPU SERVICE
22421	06/03/16	CARDMEMBER SERVICES	54.52	AT&T - LS #3 & 7 CELL SERVICE
22421	06/03/16	CARDMEMBER SERVICES	55.21	AMAZON - OFFICE SUPPLIES
22421	06/03/16	CARDMEMBER SERVICES	248.50	LANDS' END - UNIFORMS
22421	06/03/16	CARDMEMBER SERVICES	23.68	AMAZON - CHIMNEY BRUSH
22421	06/03/16	CARDMEMBER SERVICES	33.24	AMAZON - 4' BRUSH ROD KIT

22421	06/03/16	CARDMEMBER SERVICES	73.20	AMAZON - OFFICE SUPPLIES
22421	06/03/16	CARDMEMBER SERVICES	19.91	STANDARD BEARINGS - LS #3 PUMP PARTS
22421	06/03/16	CARDMEMBER SERVICES	37.25	KRAMER - THICKENER VINYL TUBING
22421	06/03/16	CARDMEMBER SERVICES	220.00	IAWEA - MOLER ANNUAL CONF. REGISTRATION
22421	06/03/16	CARDMEMBER SERVICES	220.00	IAWEA - MCLAUGHLIN ANNUAL CONF. REG.
22421	06/03/16	CARDMEMBER SERVICES	30.00	IAWEA - MCLAUGHLIN ANNUAL MEMBERSHIP
22421	06/03/16	CARDMEMBER SERVICES	85.00	LANDS' END - UNIFORMS
22421	06/03/16	CARDMEMBER SERVICES	220.00	IAWEA - TUSHA ANNUAL CONF. REGISTRATION
22421	06/03/16	CARDMEMBER SERVICES	220.00	IAWEA - SPILMAN ANNUAL CONF. REGISTRATION
22421	06/03/16	CARDMEMBER SERVICES	40.77	AMAZON - OFFICE CALCULATOR
22421	06/03/16	CARDMEMBER SERVICES	5,944.00	GREG SMITH EQUIPMENT - SHOP PRESS & HOIST
22421	06/03/16	CARDMEMBER SERVICES	29.99	KRAMER - GRASS SEED
22421	06/03/16	CARDMEMBER SERVICES	628.48	HACH - LAB SUPPLIES
22422	06/03/16	GRP & ASSOCIATES	58.00	LAB WASTE DISPOSAL
22423	06/03/16	MOORE, ANGIE	150.00	CLEANING SERVICES
22424	06/03/16	CULVER-HAHN ELECTRIC	90.74	ELECTRICIAN GLOVES
22425	06/03/16	LAKE AUTO	129.99	8 GALLON FLUID DRAIN
22426	06/03/16	SJE RHOMBUS	-	ENGINEERING/PROG. - CONTROLS UPGRADE - VOID
22427	06/03/16	VOID		VOID
22428	06/03/16	VOID		VOID
22429	06/03/16	VOID		VOID
22430	06/10/16	IOWA ONE CALL	73.10	MAY LOCATE CHARGES
22431	06/10/16	ALLIANT ENERGY	3,721.42	ELECTRIC/GAS
22432	06/10/16	MCLAUGHLIN, KELLY	16.01	ANNUAL CONF. - MEAL REIMBURSEMENT
22433	06/10/16	MARCO, INC.	48.40	MAY COPIER MAINT. FEE
22434	06/10/16	BACON, STEVE	8.86	MAY/JUN ON-CALL MILEAGE
22435	06/10/16	TUSHA, TED	68.26	ANNUAL CONF. - FUEL REIMBURSEMENT
22436	06/10/16	SPILMAN, DENNIS	28.61	ANNUAL CONF. - MEAL REIMBURSEMENT
22437	06/10/16	MOLER, KEVIN	1,108.80	ANNUAL CONF. - LODGING REIMBURSEMENT
22438	06/10/16	HANCOCK COUNTY COOP	390.15	MAY GAS
22439	06/10/16	SJE RHOMBUS	14,552.30	REISSUE OF CK #22426 DUE TO TORN CHECK
22440	06/15/16	BUFFALO CENTER FIRE DEPT.	100.00	JET TRUCK HOSES
			<u>1,179,375.73</u>	

**Clear Lake Sanitary District
Unpaid Invoices as of June 21, 2016**

Check #	Date	Vendor Name	Amount	Description
PENDING	6/21/16	ALLIANT ENERGY	9,748.79	GAS/ELECTRIC BILLS
PENDING	6/21/16	CONSOLIDATED ENERGY	665.46	DIESEL - PLANT BARREL
PENDING	6/21/16	DOUG'S SMALL ENGINE	43.24	TORO MOWER PARTS/OIL
PENDING	6/21/16	ELLIOTT EQUIPMENT	1,240.66	LAUNCH CAMERA REPAIRS
PENDING	6/21/16	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
PENDING	6/21/16	FAREWAY	189.44	PUMP OIL/LAB WATER
PENDING	6/21/16	FASTENAL	18.96	SHOP HOIST BOLTS
PENDING	6/21/16	GOODNATURE WORK STOP	77.94	EMPLOYEE UNIFORMS
PENDING	6/21/16	J&J MACHINING WELDING & FAB.	145.80	LS#4 VALVE BOX COVER
PENDING	6/21/16	PEKIN	509.26	LIFE INSURANCE PREMIUMS
PENDING	6/21/16	SHE, INC	915.59	UV UPGRADE/SEWER LINING ENGINEERING
PENDING	6/21/16	SIMMONS PERRINE MOYER BER PLC	37,933.00	LEGAL SERVICES THRU 4/28/16
PENDING	6/21/16	SIoux VALLEY ENVIRONMENTAL	1,764.00	ACRYLIC POLYMER
PENDING	6/21/16	WELLMARK BLUE CROSS	10,907.12	HEALTH INS PREMIUMS
PENDING	6/21/16	KNEBEL, CHRIS	9.09	REFUND
PENDING	6/21/16	O'LEARY, WILLIAM & KARI	94.87	REFUND

PENDING	6/21/16	SCHOONOVER, GREG	4.37	REFUND
PENDING	6/21/16	SMITH, LISA	<u>1.66</u>	REFUND
			<u>64,362.97</u>	