

MINUTES OF BOARD OF TRUSTEES: September 18, 2018
CLEAR LAKE SANITARY DISTRICT, CERRO GORDO COUNTY, IOWA

The regular board meeting was called to order by President Steve Nicklaus at 5:31 p.m. Nicklaus indicated to those present that the meeting was being tape recorded for meeting minute generation purposes only.

Trustees present: Steve Nicklaus (President)
Bobby Wolfram, Jr. (Clerk)
Gary Hugi

Absent: Lothar Meyer (Treasurer)
Tony Nelson

Also present: Kevin Moler, Administrator/Superintendent
Jay Lefevre, First Gabrielson Insurance (Arrived at 6:13 pm)

Item #1. Opportunity for public to speak. No public to speak on items not on the agenda.

Item #2. Approve August 2018 Financial Statement. Motion by Hugi, second by Wolfram to approve the August 2018 Financial Statement. Motion carried, all Trustees present voting 'aye'.

Item #3. Approve August 2018 Invoices. Motion by Hugi to approve the August 2018 Invoices. Motion was seconded by Wolfram. Motion carried, all Trustees present voting 'aye'.

Item #4. Approve August 21st, 2018 board meeting minutes. Motion by Hugi, second by Wolfram to approve the July 21st, 2018 board meeting minutes. Motion carried, all Trustees present voting 'aye'.

Item #5. Wastewater Treatment Facility Process Tank Rehabilitation Project status. Moler informed the board that the contractor submitted a schedule for completing the remaining work. Moler also stated that the contractor discovered three locations on the tank wall where concrete was deteriorated through the entire wall section. The engineer is evaluating repair methods.

Item #6. UV Disinfection Project. Pay Request #6, \$173,151.55. Motion by Wolfram, second by Hugi to approve Pay Request #6. Motion carried all Trustees present voting 'aye'.

Item #7. Account Adjustment, 013578-000. Moler stated that Randy's Market had problems with their well pump that feeds the chiller and supplemented the flow with city water which did not discharge to the sanitary sewer. Moler Stated that the average consumption is 25,000 gallons per month but increased to 170,000 gallons. Motion by Hugi, second by Wolfram to credit this account 145,000 gallons. Motion carried all Trustees present voting 'aye'.

Item #8. Account Adjustment, 011254-000. No action taken.

Item #9. Lift Station 5B Pump Replacement. Moler presented the lowest pump quote received from Iowa Pump Works, \$56,600 and the electrical quote from Primex, \$11,793. Motion by Wolfram, second by Hugi to approve the pump and electric quotes. Motion carried all Trustees present voting 'aye'.

Item #10. Lift Station 8B Pump Replacement. Moler presented the lowest pump quote received from Iowa Pump Works, \$50,700 and the electrical quote from Primex, \$11,178. Motion by

Hugi, second by Wolfram to approve the pump and electric quotes. Motion carried all Trustees present voting ‘aye’.

Item #11. Health Insurance Renewal. Lefevre present the medical insurance renewal rate which reflected a resulting premium increase of approximately 10%. Motion by Wolfram, second by Hugi to approve the renewal contract with Wellmark. Motion carried all Trustees present voting ‘aye’.

Lefevre presented the dental insurance renewal contract which reflected an increase of nearly 5%. Lefevre stated that the premium had not been raised for three years. Motion by Hugi, second by Wolfram to approve the renewal contract with Principal. Motion carried all Trustees present voting ‘aye’.

Item #12. Unfinished Business. Moler informed the board that Hanson will complete his pre-employment physical this week.

Item #13. Superintendent’s Report. No report given.

Item #14. Trustees Report. No report given.

There being no further business to discuss, motion by Wolfram, second by Hugi to adjourn. Motion carried, all Trustees present voting ‘aye’. Meeting adjourned at 6:43 p.m.

ATTEST:

Bobby Wolfram, Jr., Clerk

**Clear Lake Sanitary District
Standard Monthly Invoices already paid as of September 18, 2018**

Check #	Date	Vendor Name	Amount	Description
EFT	08/29/18	NET PAYROLL	13,513.84	08/29/18 NET PAYROLL
EFT	08/29/18	FEDERAL W/H	5,206.92	08/29/18 FEDERAL WITHHOLDING
EFT	08/29/18	DHS W/H	230.77	08/29/18 DHS WITHHOLDING
EFT	08/29/18	EMPLOYEE HSA CONTRIBUTIONS	25.00	08/29/18 EMPLOYEE HSA CONTRIBUTIONS
EFT	08/29/18	IPERS W/H	9,362.41	08/29/18 IPERS WITHHOLDING
EFT	08/29/18	IA DEPT. REV.	3,063.00	08/29/18 STATE W/H
EFT	08/03/18	POSTMASTER	1,351.54	SEPT BILL MAILING
EFT	09/12/18	NET PAYROLL	14,625.22	09/12/18 NET PAYROLL
EFT	09/12/18	FEDERAL W/H	5,415.84	09/12/18 FEDERAL WITHHOLDING
EFT	09/12/18	DHS W/H	230.77	09/12/18 DHS WITHHOLDING
EFT	09/12/18	EMPLOYEE HSA CONTRIBUTIONS	25.00	09/12/18 EMPLOYEE HSA CONTRIBUTIONS
23762	08/31/18	ALLIANT ENERGY	749.04	ELECTRIC/GAS
23763	08/31/18	CRESCENT ELECTRIC	1,065.16	SBR MIXER CORD
23764	08/31/18	TESTAMERICA	2,711.00	LAB TESTING
23765	08/31/18	TUSHA, TED	14.61	ON-CALL MILEAGE
23766	08/31/18	SPILMAN, DENNIS	14.61	ON-CALL MILEAGE
23767	08/31/18	WELLMARK BCBS	11,582.65	HEALTH INSURANCE PREMIUMS
23768	08/31/18	MIDWEST PIPE SUPPLY	93.00	6" SINGLE WALL SOLID COIL - ALLIANT

23769	08/31/18	PRINCIPAL FINANCIAL	947.46	DENTAL INSURANCE PREMIUMS
23770	08/31/18	CARDMEMBER SERVICES	(13.99)	AMAZON - PART RETURN
23770	08/31/18	CARDMEMBER SERVICES	57.03	KRAMER - BLDG 10 SCREEN
23770	08/31/18	CARDMEMBER SERVICES	32.76	AMAZON - OFFICE SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	431.35	KAMAN - BLUE PVC W/CAMLOCKS
23770	08/31/18	CARDMEMBER SERVICES	42.55	KRAMER - SHOP/PLANT SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	140.13	LANDS' END - UNIFORMS
23770	08/31/18	CARDMEMBER SERVICES	321.78	CLTEL - PHONE/INTERNET SERVICE
23770	08/31/18	CARDMEMBER SERVICES	12.30	AMAZON - BULBS
23770	08/31/18	CARDMEMBER SERVICES	302.19	AMAZON - LS #3 ANTENNA PARTS
23770	08/31/18	CARDMEMBER SERVICES	543.35	HACH - LAB SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	1,091.00	SIEMENS - PRETREATMENT BLDG RAG SCREEN
23770	08/31/18	CARDMEMBER SERVICES	150.91	VERIZON - PLANT/CPU CELL SERVICE
23770	08/31/18	CARDMEMBER SERVICES	2.89	KRAMER - NUTS/BOLTS
23770	08/31/18	CARDMEMBER SERVICES	328.96	MENARDS - SOFTENER SALT
23770	08/31/18	CARDMEMBER SERVICES	14.99	KRAMER - LS #3 ANTENNA PARTS
23770	08/31/18	CARDMEMBER SERVICES	36.18	KRAMER - LS #3 RADIO TOWER PARTS
23770	08/31/18	CARDMEMBER SERVICES	150.00	IAWEA - MEMBERSHIP DUES
23770	08/31/18	CARDMEMBER SERVICES	12.77	KRAMER - SHOP SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	290.83	AMAZON - PLANT SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	105.92	KRAMER - SHOP SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	204.58	INDEED - JOB ADVERTISING
23770	08/31/18	CARDMEMBER SERVICES	450.00	IAWEA - OPERATORS CONF. REGISTRATIONS
23770	08/31/18	CARDMEMBER SERVICES	27.57	KRAMER - SHOP SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	65.96	WALKER INDUSTRIAL - LS #7 POWER SUPPLY
23770	08/31/18	CARDMEMBER SERVICES	502.31	LANDS' END - UNIFORMS
23770	08/31/18	CARDMEMBER SERVICES	21.99	KRAMER - SHOP TOOLS
23770	08/31/18	CARDMEMBER SERVICES	17.78	AMAZON - LS #7 HEATER FAN
23770	08/31/18	CARDMEMBER SERVICES	110.38	HACH - LAB SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	259.65	HACH - LAB SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	8.95	AMAZON - PLANT SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	1,446.79	NORTH CENTRAL LABS - LAB SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	386.13	AMAZON - LAB/PLANT/OFFICE SUPPLIES
23770	08/31/18	CARDMEMBER SERVICES	68.63	ULINE - LAB BANDING FOR SAMPLES
23771	08/31/18	ELECTRIC PUMP	965.05	LS #6 WEAR RING ASSY
23772	08/31/18	GRP & ASSOCIATES	83.00	LAB WASTE DISPOSAL
23773	08/31/18	MOORE, TAYLOR	490.20	2018 HSA CONTRIBUTION
23774	08/31/18	MOORE, ANGIE	300.00	AUG CLEANING SERVICES
23775	08/31/18	AMERICAN SOLUTIONS FOR BUS.	2,991.47	BILLING CARDS/LETTERHEAD
23776	08/31/18	SJE RHOMBUS	7,584.20	PROGRAMMING/4TH QTR & 1ST QTR FLEX PLAN
23777	08/31/18	TEAM SERVICES, INC.	1,525.85	CONCRETE TESTING - UV DISINFECTION PROJ.
23778	09/13/18	ALLIANT ENERGY	4,481.83	ELECTRIC/GAS
23779	09/13/18	MARCO, INC.	51.82	COPIER MAINT. FEE
23780	09/13/18	SPILMAN, DENNIS	8.55	CONFERENCE MEAL REIMBURSEMENT
23781	09/13/18	MOLER, KEVIN	9.41	CONFERENCE MEAL REIMBURSEMENT
23782	09/13/18	AVESIS	188.99	VISION INSURNACE PREMIUMS
23783	09/13/18	PUEGGEL, GRANT	89.25	UNIFORM REIMBURSEMENT
23784	09/13/18	CONSOLIDATED ENERGY	1,330.34	DIESEL/BLOWER OIL
23785	09/13/18	HANCOCK COUNTY CO-OP	444.14	GAS
			<u>98,396.56</u>	

**Clear Lake Sanitary District
Unpaid Invoices as of September 18, 2018**

Check #	Date	Vendor Name	Amount	Description
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PENDING	9/18/18	ABSOLUTE WASTE REMOVAL	106.35	WASTE DISPOSAL SERVICE
PENDING	9/18/18	ACCELA	494.00	CREDIT CARD/WEB PYMT SYSTEM FEES
PENDING	9/18/18	AMERICAN SOLUTIONS FOR BUSINESS	1,024.77	CHECKS/ENVELOPES
PENDING	9/18/18	CULVER-HAHN ELECTRIC	2,212.68	SBR MIXER CORD/SHOP STOCK PARTS
PENDING	9/18/18	FAREWAY	36.96	COFFEE
PENDING	9/18/18	FOX ENGINEERING	11,168.05	UV DISINFECTION PROJECT ENGINEERING
PENDING	9/18/18	INTERSTATE ALL BATTERY CENTER	46.80	BACKUP BATTERIES
PENDING	9/18/18	LANDFILL OF NORTH IOWA	151.47	WASTE/GRIT DISPOSAL
PENDING	9/18/18	MID-AMERICA PUBLISHING CORP	60.76	PUBLICATIONS
PENDING	9/18/18	MIDLAND GIS SOLUTIONS	3,000.00	NEW GIS SOFTWARE VIDEO INTEGRATION
PENDING	9/18/18	NAPA	63.35	PARTS/SUPPLIES
PENDING	9/18/18	POWER PROTECTION PRODUCTS	790.00	CAPACITORS FOR POWER FACTOR CORR.
PENDING	9/18/18	STATE HYGIENIC LABORATORY	459.50	LAB TESTING
PENDING	9/18/18	WATERMAN	2,964.00	PLANT EQ LIFT NUTS
PENDING	9/18/18	LANI COOK ESTATE	14.10	REFUND
PENDING	9/18/18	TALBOT, ROBERT & JENNIFER	121.13	REFUND
			<u>22,713.92</u>	