

MINUTES OF BOARD OF TRUSTEES: September 15, 2020
CLEAR LAKE SANITARY DISTRICT, CERRO GORDO COUNTY, IOWA

The regular board meeting was called to order by President Bale at 5:30 p.m. Bale indicated to those present that the meeting was being tape recorded for meeting minute generation purposes.

Trustees present: Mark Bale (President)
Gary Hugi (Vice President)
Lothar Meyer (Treasurer)
Robert Wolfram, Jr. (Clerk)
Larry Adams

Absent: Taylor Moore, Finance Director

Also present: Mitch Hanson, Administrator
Mike Ritter, City of Clear Lake Building Official

Item #1. Opportunity for public to speak. No public present.

Item #2. Approve August 2020 Financial Statement. Motion by Hugi, second by Meyer to approve the August 2020 Financial Statement. Motion carried all Trustees present voting 'aye'.

Item #3. Approve August 2020 Invoices. Motion by Hugi, second by Wolfram to approve the August 2020 Invoices. Motion carried all Trustees present voting 'aye'.

Item #4. Approve August 18th, 2020 board meeting minutes. Motion by Hugi, second by Wolfram to approve the August 18th, 2020 board meeting minutes. Motion carried all Trustees present voting 'aye'.

Item #5. Health Insurance Renewal. Hanson explained that the current Gold Plan through Wellmark is no longer available, and now the most comparable plan is the Bronze Plan. Motion by Hugi, second by Wolfram to approve the Bronze Plan with Wellmark Blue Cross Blue Shield. Motion carried, all Trustees present voting 'aye'.

Item #6. SBR Inner Wall Project – Pay Request #6 \$83,930.28. Motion by Adams, second by Meyer to approve Pay Request #6 in the amount of \$83,930.28. Motion carried, all Trustees present voting 'aye'.

Item #7. Unfinished Business.

- CLSD Employee Handbook Update. Bale covered the changes to the handbook. The Board directed Hanson to make the updates and send the Handbook for review.

Item #8. Administrator's Report.

- Capital Improvement Projects/Equipment Updates.
- Pretreatment Improvement Project – WHKS. Hanson stated that WHKS should be scheduling tours for next week.
- Flat Rock Group LLC Development Treatment Agreement. Motion by Hugi, second by Meyer to approve the treatment agreement. Motion carried, all Trustees present voting 'aye'.
- Alliant rebate for SBR Diffusers. Hanson noted that he has filed all the required paperwork for the SBR diffusers to Alliant for a rebate.

Item #9. Trustee's Report.

- Employee Meetings. Bale said the employee meetings are complete and that everything went well.

Item #10. UV Building Project. The Board of Trustees reserves the right to go into closed session per Iowa Code Section 21.5(c). Motion by Meyer, second by Adams to enter into closed session as per Iowa Code Section 21.5(c) at 6:43 p.m. Motion carried, all Trustees present voting 'aye'. Motion by Hugi, second by Wolfram to go back into open session at 6:52 p.m. Motion carried, all Trustees present voting 'aye'.

There being no further business to discuss, motion by Hugi, second by Meyer to adjourn. Motion carried, all trustees present voting 'aye'. Meeting adjourned at 6:53 p.m.

ATTEST:

Bobby Wolfram, Jr., Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of September 15, 2020

Check #	Date	Vendor Name	Amount	Description
EFT	08/26/20	NET PAYROLL	16,252.83	08/26/20 NET PAYROLL
EFT	08/26/20	FEDERAL W/H	5,686.65	08/26/20 FEDERAL WITHHOLDING
EFT	08/26/20	DHS W/H	230.77	08/26/20 DHS WITHHOLDING
EFT	08/26/20	EMPLOYEE HSA CONTRIBUTIONS	100.00	08/26/20 EMPLOYEE HSA CONTRIBUTIONS
EFT	08/26/20	IPERS W/H	7,674.03	08/26/20 IPERS WITHHOLDING
EFT	08/26/20	IA DEPT. REV.	2,183.00	08/26/20 STATE W/H
EFT	08/27/20	CLEAR LAKE B&T	67.70	DEPOSIT SLIP ORDER
EFT	09/08/20	POSTMASTER	1,351.41	SEPT BILL MAILING
EFT	09/09/20	NET PAYROLL	16,412.28	09/09/20 NET PAYROLL
EFT	09/09/20	FEDERAL W/H	5,747.89	09/09/20 FEDERAL WITHHOLDING
EFT	09/09/20	DHS W/H	230.77	09/09/20 DHS WITHHOLDING
EFT	09/09/20	EMPLOYEE HSA CONTRIBUTIONS	100.00	09/09/20 EMPLOYEE HSA CONTRIBUTIONS
25037	08/26/20	IOWA ONE CALL	63.90	LOCATE CHARGES
25038	08/26/20	ALLIANT ENERGY	1,526.03	ELECTRIC/GAS
25039	08/26/20	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
25040	08/26/20	FASTENAL CO.	11.90	SBR REHAB PARTS
25041	08/26/20	NORTHERN BALANCE & SCALE	215.00	LAB EQUIPMENT CALIBRATIONS
25042	08/26/20	WOODFORD LUMBER	249.02	FUEL TANK SUPPLIES
25043	08/26/20	TUSHA, TED	30.82	ON-CALL MILEAGE REIMBURSEMENT
25044	08/26/20	SPILMAN, DENNIS	415.16	2020 DEDUCTIBLE REIMBURSEMENT
25045	08/26/20	WELLMARK BCBS	15,578.11	HEALTH INSURANCE PREMIUMS
25046	08/26/20	FEDERAL EXPRESS	74.62	SHIPPING CHARGES
25047	08/26/20	J&J MACHINE	148.75	SHARPENED DRILLS
25048	08/26/20	AVESIS	200.13	VISION INSURANCE PREMIUMS
25049	08/26/20	MIDWEST PIPE SUPPLY	184.00	LAMPHOLE PARTS
25050	08/26/20	PRINCIPAL FINANCIAL	1,093.18	DENTAL INSURANCE PREMIUMS
25051	08/26/20	FARMERS STATE BANK	250,000.00	6 MO. CD
25052	08/26/20	PEKIN LIFE INSURANCE	520.21	LIFE INSURANCE PREMIUMS
25053	08/26/20	INTERSTATE ALL BATTERY CENTER	1,193.40	BATTERY BACKUPS
25054	08/26/20	CARDMEMBER SERVICES	(33.99)	KRAMER - GRASS SEED RETURN
25054	08/26/20	CARDMEMBER SERVICES	374.50	CLTEL - PHONE/INTERNET SERVICE
25054	08/26/20	CARDMEMBER SERVICES	79.99	MENARDS - SHOP TOOLS

25054	08/26/20	CARDMEMBER SERVICES	2.32	KRAMER - SBR PARTS
25054	08/26/20	CARDMEMBER SERVICES	50.00	LANDS' END - LOGO FEES
25054	08/26/20	CARDMEMBER SERVICES	1,102.81	HACH - UV BLD REGULATOR
25054	08/26/20	CARDMEMBER SERVICES	16.04	ZOOM - CONFERENCE CALL SYSTEM SUBSCRIPTION
25054	08/26/20	CARDMEMBER SERVICES	11.10	MENARDS - SBR PARTS
25054	08/26/20	CARDMEMBER SERVICES	15.98	AMAZON - FUSES
25054	08/26/20	CARDMEMBER SERVICES	178.29	AMAZON - OFFICE SUPPLIES
25054	08/26/20	CARDMEMBER SERVICES	89.08	THE OTHER PLACE - LUNCH FOR PROJECT
25054	08/26/20	CARDMEMBER SERVICES	13.29	KRAMER - SHOP SUPPLIES
25054	08/26/20	CARDMEMBER SERVICES	35.35	KRAMER - TANK SPRAYER
25054	08/26/20	CARDMEMBER SERVICES	298.00	RAVEN EP - SLUDGE SAMPLER
25054	08/26/20	CARDMEMBER SERVICES	165.47	AMAZON - LAB/OFFICE SUPPLIES
25054	08/26/20	CARDMEMBER SERVICES	67.98	KRAMER - GRASS SEED
25054	08/26/20	CARDMEMBER SERVICES	4.98	KRAMER - LAB SUPPLIES
25054	08/26/20	CARDMEMBER SERVICES	370.83	RAMCO INNOVATIONS - SBR PROJECT PARTS
25054	08/26/20	CARDMEMBER SERVICES	89.57	MS AZURE - AZURE BACKUP SERVICES
25054	08/26/20	CARDMEMBER SERVICES	9.98	KRAMER - LS #8 BULB
25054	08/26/20	CARDMEMBER SERVICES	173.78	HACH - SBR SUPPLIES
25054	08/26/20	CARDMEMBER SERVICES	509.07	HACH - LAB SUPPLIES
25054	08/26/20	CARDMEMBER SERVICES	3,319.00	KAY TANK CORP. - GAS TANK
25054	08/26/20	CARDMEMBER SERVICES	76.70	AMAZON - BALLARDS FOR FUEL BARRELS
25054	08/26/20	CARDMEMBER SERVICES	22.99	AMAZON - PLANT SUPPLIES
25054	08/26/20	CARDMEMBER SERVICES	80.00	AMAZON - GREASE
25054	08/26/20	CARDMEMBER SERVICES	19.95	KRAMER - FUEL TANK SUPPLIES
25054	08/26/20	CARDMEMBER SERVICES	135.00	AMAZON - FUEL TANK SUPPLIES
25054	08/26/20	CARDMEMBER SERVICES	80.00	AMAZON - FUEL TANK SUPPLIES
25054	08/26/20	CARDMEMBER SERVICES	125.86	KRAMER - SHOP SUPPLIES
25055	08/26/20	MOORE, ANGIE	300.00	AUG CLEANING SERVICES
25056	08/26/20	CULVER-HAHN ELECTRIC	14.91	GAS TANK FUSE
25057	08/26/20	HANSON, MITCHELL	50.60	MILEAGE REIMBURSEMENT
25058	09/09/20	ALLIANT ENERGY	2,317.80	ELECTRIC/GAS
25059	09/09/20	TESTAMERICA LABS	3,709.00	LAB TESTING
25060	09/09/20	TUSHA, TED	15.41	ON-CALL MILEAGE REIMBURSEMENT
25061	09/09/20	HANCOCK COUNTY CO-OP	64.66	GAS
25062	09/09/20	CC SCREEN PRINTING	155.33	UNIFORMS
			<u>341,746.91</u>	

**Clear Lake Sanitary District
Unpaid Invoices as of September 15, 2020**

Check #	Date	Vendor Name	Amount	Description
PENDING	9/15/20	ABSOLUTE WASTE REMOVAL	120.68	WASTE DISPOSAL SERVICE
PENDING	9/15/20	ALLIANT ENERGY	16,360.33	GAS/ELECTRIC BILLS
PENDING	9/15/20	AMERICAN SOLUTIONS FOR BUSINESS	2,845.35	BILLING CARDS
PENDING	9/15/20	AQUA-AEROBIC SYSTEMS	186.92	DIGESTER PARTS
PENDING	9/15/20	CLAPPER TREE SERVICE	540.00	CRANE SERVICE
PENDING	9/15/20	HACK'S PEST CONTROL	45.00	PEST CONTROL SERVICES
PENDING	9/15/20	HEARTLAND PAPER CO.	37.63	PLANT SUPPLIES
PENDING	9/15/20	INDUSTRIAL PIPING SERVICE, INC.	2,494.63	GENERATOR REPAIRS/GRIT AUGER REPAIRS
PENDING	9/15/20	INTERSTATE ALL BATTERY CENTER	133.20	BACKUP BATTERIES
PENDING	9/15/20	KNORR ELECTRIC	70.00	DIGESTER #1 - BAKE MOTOR
PENDING	9/15/20	LANDFILL OF NORTH IOWA	366.97	WASTE/GRIT DISPOSAL
PENDING	9/15/20	LARSEN PLUMBING & HEATING, INC.	91.50	A/C MAINTENANCE
PENDING	9/15/20	MARC	156.03	VEHICLE SOAP
PENDING	9/15/20	MARCO, INC.	61.08	COPIER MAINTENANCE FEE
PENDING	9/15/20	MID-AMERICA PUBLISHING CORP	209.72	MINUTE PUBLICATIONS
PENDING	9/15/20	MN-IOWA ELECTRIC MOTORS	227.49	A/C FAN MOTOR
PENDING	9/15/20	POSTMASTER	240.00	PERMIT FEE

PENDING	9/15/20	POWER PLANT COMPLIANCE	5,920.00	PLANT GENERATOR MONITOR
PENDING	9/15/20	SIMMONS PERRINE MOYER BER PLC	2,120.25	LEGAL SERVICES
PENDING	9/15/20	SPRINGBROOK	625.10	CREDIT CARD/WEB FEES
PENDING	9/15/20	STANDARD BEARINGS	363.04	DIGESTER MIXER PARTS
PENDING	9/15/20	STATE HYGIENIC LABORATORY	479.00	LAB TESTING
PENDING	9/15/20	WHKS	20,261.08	SBR INNER WALL PROJ. ENGINEERING
PENDING	9/15/20	YARNE, ANDREW	230.42	REFUND
			<u>54,185.42</u>	