

**MINUTES OF BOARD OF TRUSTEES: July 19, 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)
Bobby Wolfram, Jr. (Clerk)
Steve Nicklaus

Absent: Lothar Meyer (Treasurer)

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

Item # 1. Approve proposed agenda. Motion by Clark, second by Nicklaus 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 June 2016 Financial Statement. Motion by Nicklaus, second by Clark to approve the June 2016 Financial Statement. Motion carried, all Trustees present voting 'aye'.

Item # 4. Approve June 2016 Invoices. Motion by Clark, second by Nicklaus to approve holding the Simmons Perrine Moyer Bergman, PLC invoice until Item #10 is discussed and approving the remainder of the June 2016 Invoices. Motion carried, all Trustees present voting 'aye'.

Wolfram entered at 1:39 p.m.

Item # 5. Approve June 21st and June 28th, 2016 board meeting minutes. Moler noted that Meyer had emailed him requested that one part of the minutes be amended. Motion by Nicklaus, second by Clark to approve the June 21st and June 28th, 2016 board meeting minutes with Meyer's recommended amendments. Motion carried, all Trustees present voting 'aye'.

Item # 6. Resolution 16-08, a Resolution approving Plan, Specification, and Form of Contract, and Estimate of Cost for the Sanitary Sewer Rehabilitation Project. Motion by Nicklaus, second by Clark to approve Resolution 16-08, a Resolution approving Plan, Specification, and Form of Contract, and Estimate of Cost for the Sanitary Sewer Rehabilitation Project. President Miller called roll with the following results: Nicklaus 'aye'; Wolfram 'aye'; Clark 'aye'; and Miller 'aye'. Motion carried.

Item # 7. Resolution 16-09, a Resolution Awarding Contract for the Sanitary Sewer Rehabilitation Project. Motion by Nicklaus, second by Clark to approve Resolution 16-09, a Resolution Awarding Contract for the Sanitary Sewer Rehabilitation Project. President Miller called roll with the following results: Nicklaus 'aye'; Wolfram 'aye'; Clark 'aye'; and Miller 'aye'. Motion carried.

Item # 8. Resolution 16-10, a Resolution granting use of sewer easement for 15518 Basswood Ave, Ventura. Motion by Nicklaus, second by Clark to approve Resolution 16-10, a Resolution granting use of sewer easement for 15518 Basswood Ave, Ventura. President Miller called roll with the following results: Nicklaus 'aye'; Wolfram 'aye'; Clark 'aye'; and Miller 'aye'. Motion carried.

Item # 9. Resolution 16-11, a Resolution certifying delinquent sewer accounts as a lien upon the real property served by a connection during FY 2016. Motion by Nicklaus, second by Clark to approve Resolution 16-11, a Resolution certifying delinquent sewer accounts as a lien upon

the real property served by a connection during FY 2016. President Miller called roll with the following results: Nicklaus ‘aye’; Wolfram ‘aye’; Clark ‘aye’; and Miller ‘aye’. Motion carried.

Item #10. Lift Station 2 Emergency Force Main Relocation project legal fees. Moler noted that Stone indicated to him in an email to pay whatever portion of the final invoice the District deemed fair. Board discussed and agreed to pay the full invoice. Motion by Nicklaus, second by Clark to approve paying the invoice in full. Motion carried, all Trustees present voting ‘aye’.

Item #11. Ordinance No. 7. Moler indicated that due to the early retirement of the District’s Revenue Bond that some of Ordinance No. 7 needs to be rewritten. Moler suggested reorganizing it so that a portion of the base rate is for Capital Maintenance and Projects. Motion by Nicklaus, second by Clark to move forward with this change and to discuss it further at future meetings. Motion carried, all Trustees present voting ‘aye’.

Miller exited at 2:08 p.m.

Item #12. Unfinished Business. No report.

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

Item #14. Attorney’s Report. No report.

Item #15. Trustees Report. Moler and the Board discussed doing an open house for Miller, who’s 40th Anniversary for serving on the board is this Fall.

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 2:51 p.m.

ATTEST:

Bobby Wolfram, Jr., Clerk

**Clear Lake Sanitary District
Standard Monthly Invoices already paid as of July 19, 2016**

Check #	Date	Vendor Name	Amount	Description
EFT	06/21/16	NET PAYROLL	13,555.08	06/21/16 NET PAYROLL
EFT	06/21/16	FEDERAL W/H	5,580.26	06/21/16 FEDERAL WITHHOLDING
EFT	06/21/16	DHS W/H	230.77	06/21/16 DHS WITHHOLDING
EFT	06/21/16	EMPLOYEE HSA CONTRIBUTIONS	230.00	06/21/16 EMPLOYEE HSA CONTRIBUTIONS
EFT	06/21/16	IPERS W/H	6,240.04	06/21/16 IPERS WITHHOLDING
EFT	06/21/16	IA DEPT. REV.	1,985.00	06/21/16 STATE W/H
EFT	07/06/16	NET PAYROLL	14,281.52	07/06/16 NET PAYROLL
EFT	07/06/16	BOARD PAYROLL	2,604.28	07/06/16 BOARD 2ND QTR 2016 PAYROLL
EFT	07/06/16	FEDERAL W/H	6,050.64	07/06/16 FEDERAL WITHHOLDING
EFT	07/06/16	DHS W/H	230.77	07/06/16 DHS WITHHOLDING
EFT	07/06/16	EMPLOYEE HSA CONTRIBUTIONS	230.00	07/06/16 EMPLOYEE HSA CONTRIBUTIONS
EFT	07/07/16	POSTMASTER	1,347.57	JULY BILL MAILING
22458	06/21/16	IA DNR	100.00	SEWER LINING PROJECT APPLICATION FEE

22459	06/29/16	BMC AGGREGATES LLC	105.58	GRAVEL - LS#10
22460	06/29/16	GLEN'S TIRE	35.00	TORO MOWER TIRE REPAIR
22461	06/29/16	AHLERS & COONEY, PC	285.81	LEGAL SERVICES
22462	06/29/16	TEST AMERICA	2,255.50	LAB TESTING
22463	06/29/16	SPILMAN, DENNIS	28.94	ON CALL MILEAGE
22464	06/29/16	FEDERAL EXPRESS	16.96	SHIPPING CHARGES
22465	06/29/16	J&J MACHINE	75.00	BLDG 30 PUMP #3 SHAFT/COUPLER REPAIRS
22466	06/29/16	FULLERTON, RON	25.06	ON CALL MILEAGE
22467	06/29/16	PUEGGEL, GRANT	43.20	ON CALL MILEAGE
22468	06/29/16	HEARTLAND ASPHALT	-	VOID
22469	06/29/16	PRINCIPAL FINANCIAL	897.03	DENTAL INSURANCE PREMIUMS
22470	06/29/16	CARDMEMBER SERVICES	301.14	MENARDS - SOFTENER SALT
22470	06/29/16	CARDMEMBER SERVICES	162.22	USA BLUEBOOK - LOCATE FLAGS
22470	06/29/16	CARDMEMBER SERVICES	287.64	AMAZON - PLANT SUPPLIES
22470	06/29/16	CARDMEMBER SERVICES	291.07	AMAZON - LAB PRINTER & TONER
22470	06/29/16	CARDMEMBER SERVICES	275.00	IAWEA - ANNUAL CONF. REG. - MILLER
22470	06/29/16	CARDMEMBER SERVICES	(9.70)	VTEL - CREDIT
22470	06/29/16	CARDMEMBER SERVICES	296.75	CLTEL - PHONE/INTERNET SERVICE
22470	06/29/16	CARDMEMBER SERVICES	40.13	ASTCOMPRESSORS - SHOP SUPPLIES
22470	06/29/16	CARDMEMBER SERVICES	130.37	VERIZON - PLANT CELL/CPU SERVICE
22470	06/29/16	CARDMEMBER SERVICES	1,500.00	INFOMAX - DOWN PYMT ON DUPLO SHEET CUTTER
22470	06/29/16	CARDMEMBER SERVICES	5.68	KRAMER - AIR LINE PARTS
22470	06/29/16	CARDMEMBER SERVICES	17.31	NORTHERN TOOL - SHOP PRESS PARTS
22470	06/29/16	CARDMEMBER SERVICES	94.28	HACH - OUTFALL METER FITTING
22470	06/29/16	CARDMEMBER SERVICES	65.88	THERMOWORKS - THERMOMETER
22470	06/29/16	CARDMEMBER SERVICES	58.07	AMAZON - OFFICE SUPPLIES
22470	06/29/16	CARDMEMBER SERVICES	278.00	COVERCRAFT - TRUCK 1 & 2 SEAT COVERS
22470	06/29/16	CARDMEMBER SERVICES	229.00	MENARDS - LADDER
22470	06/29/16	CARDMEMBER SERVICES	1,028.18	IDEXX - LAB SUPPLIES
22470	06/29/16	CARDMEMBER SERVICES	202.06	IDEXX - LAB SUPPLIES
22471	06/29/16	MOORE, TAYLOR	192.24	MILEAGE TO PICK UP HOIST IN IA CITY
22472	06/29/16	MOORE, ANGIE	300.00	JUNE CLEANING SERVICES
22473	06/29/16	B&F FASTENER SUPPLY	1.74	SHOP BOLTS
22474	06/29/16	CULVER-HAHN ELECTRIC	239.24	SHOP SUPPLIES
22475	06/29/16	HEARTLAND PAPER CO.	158.01	SHOP WIPES/GARBAGE BAGS
22476	06/29/16	BRASSE IMPLEMENT, INC.	26.94	JD MOWER WHEEL KIT
22477	06/29/16	INTERSTATE BATTERY CENTER	63.00	BACKUP BATTERIES
22478	07/14/16	IOWA ONE CALL	52.30	IA ONE CALL CHARGES
22479	07/14/16	ALLIANT ENERGY	4,261.60	ELECTRIC/GAS
22480	07/14/16	NAPA	157.18	LS#1 TANK HEATER/SHOP HAND CLEANER
22481	07/14/16	HEARTLAND PAPER CO.	86.20	TOILET PAPER
22482	07/14/16	MARCO, INC.	39.02	JUNE COPIER MAINT.
22483	07/14/16	BACON, STEVE	8.86	ON CALL MILEAGE
22484	07/14/16	TUSHA, TED	13.72	ON CALL MILEAGE
22485	07/14/16	ABSOLUTE WASTE REMOVAL	93.72	JULY WASTE SERVICE
22486	07/14/16	AVESIS	202.54	VISION INS PREMIUMS
22487	07/14/16	HANCOCK COUNTY COOP	453.40	GAS
			<u>68,036.80</u>	

**Clear Lake Sanitary District
Unpaid Invoices as of July 19, 2016**

Check #	Date	Vendor Name	Amount	Description
PENDING	7/19/16	ACCELA	15,964.62	ANNUAL MAINT/VERSION 7 UPGRADE MIG5

PENDING	7/19/16	ALLIANT ENERGY	11,318.79	GAS/ELECTRIC BILLS
PENDING	7/19/16	CULVER-HAHN ELECTRIC	166.42	PLANT BALLASTS/CONNECTORS
PENDING	7/19/16	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
PENDING	7/19/16	ESRI	2,000.00	ANNUAL ARCGIS/ARCEDITOR MAINT. FEE
PENDING	7/19/16	FIVE STAR CO-OP	38.43	WEED KILLER
PENDING	7/19/16	GLEN'S TIRE SERVICE INC.	39.24	MOWER DECK WHEEL
PENDING	7/19/16	GOODNATURE WORK STOP	169.97	EMPLOYEE UNIFORMS
PENDING	7/19/16	HR DIRECT	74.99	FED/IA POSTER GUARD RENEWAL
PENDING	7/19/16	IOWA DEPT OF ADMIN SERVICES	137.50	403B ANNUAL COMP FEE & SETUP FEE
PENDING	7/19/16	LANDFILL OF NORTH IOWA	414.16	GRIT DISPOSAL
PENDING	7/19/16	PEKIN	509.26	LIFE INSURANCE PREMIUMS
PENDING	7/19/16	SIMMONS PERRINE MOYER BER PLC	37,933.00	LEGAL SERVICES THRU 4/28/16
PENDING	7/19/16	WELLMARK BLUE CROSS	10,907.12	HEALTH INS PREMIUMS
PENDING	7/19/16	HORN, LIZ	1.45	REFUND
PENDING	7/19/16	MARKWARDT, ROY & PATTY	97.40	REFUND
PENDING	7/19/16	WRIGHT, CURTIS	5.00	REFUND
			<u>79,871.07</u>	