

MINUTES OF BOARD OF TRUSTEES: June 16, 2014
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)

Absent: Steve Lahner, Trustee

Also present: Kevin L Moler, Superintendent
Taylor Moore, Accountant
Rich Piscopo, Attorney

Item # 1. Approve proposed agenda. Motion by Clark, second by Meyer 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 May 20th, 2014 Financial Statements. Motion by Clark, second by Meyer to approve the May 20th, 2014 Financial Statements. Motion carried, all Trustees present voting 'aye'.

Item # 4. Approve May 2014 Invoices. Motion by Clark, second by Wolfram to approve all May 2014 Invoices. Motion carried, all Trustees present voting 'aye'.

Item # 5. Approve May 20th, 2014 board meeting minutes. Meyer noticed that "Miller" in the first line of the minutes needed to be changed to "Clark". This was the only change. Motion by Meyer, second by Clark to approve the May 20th, 2014 board meeting minutes with the recommended change. Motion carried, all Trustees present voting 'aye'.

Item # 6. Resolution 14-06, a Resolution authorizing the Superintendent to make purchases related to the temporary and permanent repair or replacement of the Lift Station 2 damaged force main pipe and to secure equipment and contractors necessary to provide continuous and temporary Lift Station 2 operations. Motion by Meyer, second by Clark to approve Resolution 14-06. President Miller called roll with the following results: Wolfram, 'aye', Clark, 'aye', Meyer, 'aye', Miller, 'aye'. Motion carried.

Item # 7. Amendment to Ordinance No. 7, Sewer Rental Ordinance, Article II Sewer Rentals. The amendment increases the sewer pipe maintenance fee for customers connected directly to a collection system owned, operated, and maintained by the Clear Lake Sanitary District. The fee would increase from \$0.50 per 1,000 gallons to \$0.75 per 1,000 gallons. Motion by Clark, second by Meyer to waive the second and third readings and to approve the Amendment to Ordinance No. 7, Sewer Rental Ordinance, Article II Sewer Rentals. President Miller called roll with the following results: Wolfram, 'aye', Clark, 'aye', Meyer, 'aye', Miller, 'aye'. Motion carried.

Piscopo entered at 2:06 p.m.

Item # 8. Lift Station 2 force main pipe emergency response update. Moler briefed the board on the current situation with getting the pipe 'repaired'. A copy of all of the 'daily' email updates is in this project file and will be included with the board meeting minutes when the project is complete. Audio recording of this meeting is also available.

Item # 9. Certificate of Deposit Renewal. Moler explained that there was a CD coming due on June 18th and potentially not renewing it so that the District had funds for the emergency force main repair at Lift Station 2. Clark noted that the District shouldn't have to lose out on interest income to repair the contractor's mistake when they hit the force main at Lift Station 2. Clark recommended taking out a \$400,000 loan for the repairs and renewing the CD. The rest of the Board agreed. Motion by Clark, second by Meyer to renew the CD at the best available rate when the quotes are received. Motion carried, all Trustees present voting 'aye'. Motion by Clark, second by Meyer directing Moler to take out a six month \$400,000 loan to cover the costs of the Lift Station 2 emergency force main repair. Motion carried, all Trustees present voting 'aye'.

Item #10. Unfinished Business. No report.

Item #11. Superintendent's Report. Moler mentioned the possible need to move the regularly scheduled Board Meetings to the third Monday of every month in hopes of Piscopo being able to attend more of the meetings. Piscopo's court days are typically on Tuesday and he couldn't always attend on a regular basis, a switch to Monday meetings might resolve this. The Board agreed and set the next regular Board Meeting for Monday, July 21st, 2014.

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 Wolfram to adjourn. Motion carried, all Trustees present voting 'aye'. Meeting adjourned at 3:11 p.m.

ATTEST:

Bobby, Wolfram, Jr., Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of June 16, 2014

| Check # | Date | Vendor Name | Amount | Description |
|---------|----------|----------------------------|------------|---|
| EFT | 05/28/14 | NET PAYROLL | 12,066.19 | 05/28/14 NET PAYROLL |
| EFT | 05/28/14 | FEDERAL W/H | 5,108.56 | 05/28/14 FEDERAL WITHHOLDING |
| EFT | 05/28/14 | DHS W/H | 230.77 | 05/28/14 DHS WITHHOLDING |
| EFT | 05/28/14 | EMPLOYEE HSA CONTRIBUTIONS | 180.00 | 05/28/14 EMPLOYEE HSA CONTRIBUTIONS |
| EFT | 05/28/14 | IPERS W/H | 5,709.33 | 05/28/14 IPERS WITHHOLDING |
| EFT | 05/28/14 | IA DEPT. REV. | 1,840.00 | 05/28/14 STATE W/H |
| EFT | 06/01/14 | BANKERS TRUST | 394,181.25 | P&I REVENUE BOND |
| EFT | 06/01/14 | BANKERS TRUST | 250.00 | AGENT FEE |
| EFT | 06/01/14 | BANKERS TRUST | 269,553.75 | P&I G.O. BOND |
| EFT | 06/01/14 | BANKERS TRUST | 250.00 | AGENT FEE |
| EFT | 06/11/14 | NET PAYROLL | 13,285.52 | 06/11/14 NET PAYROLL |
| EFT | 06/11/14 | FEDERAL W/H | 5,306.08 | 06/11/14 FEDERAL WITHHOLDING |
| EFT | 06/11/14 | DHS W/H | 230.77 | 06/11/14 DHS WITHHOLDING |
| EFT | 06/11/14 | EMPLOYEE HSA CONTRIBUTIONS | 180.00 | 06/11/14 EMPLOYEE HSA CONTRIBUTIONS |
| 21131 | 05/23/14 | MOORE, ANGIE | 300.00 | CLEANING SERVICES |
| 21132 | 05/29/14 | POSTMASTER | 220.00 | ANNUAL FIRST-CLASS PRESORT FEE |
| 21133 | 05/29/14 | PETTY CASH | 96.49 | POSTAGE/OFFICE SUPPLIES/CLEANING SUPPLIES |
| 21134 | 05/29/14 | OVIVO USA, LLC | 2,572.00 | GRIT REMOVAL SYSTEM PARTS |

| | | | | |
|-------|----------|------------------------|-------------------|---|
| 21135 | 05/29/14 | IMWCA | 8,419.00 | FYE 6/30/15 WORKERS COMP PREMIUMS |
| 21136 | 05/29/14 | AVESIS | 189.27 | VISION INS PREMIUMS |
| 21137 | 05/29/14 | PRINCIPAL FINANCIAL | 929.63 | DENTAL INS PREMIUMS |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 86.85 | HACH - LAB SUPPLIES |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 135.46 | KRAMER - SHOP SUPPLIES |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 6.98 | KRAMER - SHOP SUPPLIES |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 121.60 | AMAZON - THICKENER OVERLOAD/STARTER |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 6,293.00 | EBAY - KSB 20 HP PUMP |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 53.01 | CASEY'S - GAS |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 9.33 | KRAMER - THICKENER PARTS |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 286.58 | CL TEL - PHONE/INTERNET SERVICE |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 61.62 | VTEL - PHONE SERVICE |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 325.92 | HACH - LAB SUPPLIES |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 71.00 | KUM & GO - GAS |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 21.78 | KRAMER - BATTERIES |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 3,997.55 | DEMTECH SERVICES - EQ BASIN LINER WELDER |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 75.88 | VENTURA MART - GAS |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 14.75 | KRAMER - LAB VINYL TUBING |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 2,900.00 | IA DNR - LAB CERTIFICATION FEE |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 29.99 | NORTON - SCADA PC ANTIVIRUS |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 138.45 | VERIZON - PLANT CELL/PC SERVICE |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 48.53 | AMAZON - OFFICE/LAB SUPPLIES |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 27.25 | USA BLUE BOOK - THICKENER PARTS |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 152.26 | MIDWEST WHEEL - FLOOR MATS - TRUCKS 1 & 2 |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 187.57 | FISHER SCIENTIFIC - LAB SUPPLIES |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 55.26 | USA BLUE BOOK - THICKENER PARTS |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 439.22 | NC LABS - LAB SUPPLIES |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 200.60 | CID - PLANT SUPPLIES |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 363.96 | NEWEGG - SERVER BACKUP PARTS |
| 21138 | 05/29/14 | CARDMEMBER SERVICES | 4,755.39 | MICROAGE - SERVER PARTS |
| 21139 | 05/29/14 | B&F FASTENER SUPPLY | 337.54 | SBR PARTS/SHOP SUPPLIES |
| 21140 | 06/05/14 | POSTMASTER | 1,341.79 | JUNE BILL MAILING |
| 21141 | 06/06/14 | POSTMASTER | 219.02 | JUNE BILL MAILING - ADDITIONAL POSTAGE |
| 21142 | 06/09/14 | MILLER, JOHN | 166.32 | MILEAGE FOR ANNUAL CONFERENCE |
| 21143 | 06/09/14 | MCLAUGHLIN, KELLY | 360.90 | LODGING/FUEL - ANNUAL CONFERENCE |
| 21144 | 06/09/14 | MOLER, KEVIN | 311.36 | LODGING - ANNUAL CONFERENCE |
| 21145 | 06/09/14 | PUEGGEL, GRANT | 311.36 | LODGING - ANNUAL CONFERENCE |
| 21146 | 06/10/14 | PUEGGEL, GRANT | 80.00 | GAS - TRUCK #2 |
| 21147 | 06/12/14 | ALLIANT ENERGY | 8,616.07 | ELECTRIC/GAS |
| 21148 | 06/12/14 | POSTMASTER | 84.00 | PO BOX SERVICE FEE |
| 21149 | 06/12/14 | MARCO, INC. | 33.72 | MAY COPIER MAINT. FEE |
| 21150 | 06/12/14 | ABSOLUTE WASTE REMOVAL | 87.44 | WASTE DISPOSAL |
| 21151 | 06/12/14 | THE TIRE EXPERTS | 479.00 | PORTABLE GENERATOR TIRES |
| 21152 | 06/12/14 | CONSOLIDATED ENERGY | 1,202.40 | DIESEL FUEL - PLANT/PORTABLE BARRELS |
| | | | <u>755,589.32</u> | |

**Clear Lake Sanitary District
Unpaid Invoices as of June 16, 2014**

| Check # | Date | Vendor Name | Amount | Description |
|---------|---------|---------------------------------|----------|-----------------------|
| PENDING | 6/16/14 | ALLIANT ENERGY | 781.94 | GAS/ELECTRIC BILLS |
| PENDING | 6/16/14 | AMERICAN SOLUTIONS FOR BUSINESS | 762.50 | CLSD ENVELOPES |
| PENDING | 6/16/14 | AQUA-AEROBIC SYSTEMS | 6,326.00 | DIGESTER MIXER FLOATS |
| PENDING | 6/16/14 | GOODNATURE WORK STOP | 159.97 | EMPLOYEE BOOTS |

| | | | | |
|---------|---------|---------------------------------|------------------|-------------------------------------|
| PENDING | 6/16/14 | HAWKINS, INC. | 950.58 | ACRYLIC POLYMER |
| PENDING | 6/16/14 | HUPP ELECTRIC MOTORS | 1,687.45 | HOIST REPAIRS |
| PENDING | 6/16/14 | INDUSTRIAL PIPING SERVICE, INC. | 3,991.67 | WELDING FOR DIGESTER DIFFUSER PROJ. |
| PENDING | 6/16/14 | IOWA NETWORK SERVICES | 12.99 | HOSTING SERVICE |
| PENDING | 6/16/14 | IOWA ONE CALL | 57.80 | IA ONE CALL LOCATE CHARGES |
| PENDING | 6/16/14 | IOWA SPECIALTY HOSPITAL | 125.00 | DOT PHYSICAL |
| PENDING | 6/16/14 | LANDFILL OF NORTH IOWA | 50.22 | GRIT/WASTE DISPOSAL |
| PENDING | 6/16/14 | NAPA | 369.44 | PARTS/SUPPLIES |
| PENDING | 6/16/14 | OFFICE ELEMENTS | 73.80 | PAPER |
| PENDING | 6/16/14 | PEKIN | 549.26 | LIFE INSURANCE PREMIUMS |
| PENDING | 6/16/14 | SOUTH SHORE PIT STOP | 602.76 | GAS |
| PENDING | 6/16/14 | SPRINGBROOK SOFTWARE | 321.10 | WEB PYMT FEES |
| PENDING | 6/16/14 | STATE HYGIENIC LABORATORY | 71.00 | ANNUAL COLIFORM TEST |
| PENDING | 6/16/14 | SUPERIOR LUMBER, INC. | 25.74 | CONCRETE - LS #6 |
| PENDING | 6/16/14 | TEST AMERICA | 2,013.25 | LAB TESTING |
| | | | <u>18,932.47</u> | |