

MINUTES OF BOARD OF TRUSTEES: April 20, 2015
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)
Steve Lahner

Absent: None

Also present: Kevin L Moler, Superintendent
Taylor Moore, Accountant
Jeff Stone, Attorney
Dan Krauth, Owner Crazy Minnow

Item # 1. Approve proposed agenda. Motion by Clark, second by Wolfram to approve the amended proposed agenda, moving Item #3, opportunity for public to speak on items not on the agenda, to #2, as there was public present wanting to discuss an issue. Motion carried, all Trustees present voting 'aye'.

Item # 2. Opportunity for public to speak on items not on the agenda. Krauth explained that the frost plate on a meter froze and broke inside his business at 204 N 7th Street, resulting in high usage that water went down a floor drain into the sewer. Krauth requested an exemption from the high consumption that occurred as a result of the break. The Board explained to Krauth that because the water still went down the sewer it was treated the same as any other waste; therefore no exemption would be given. However, the Board allowed Krauth three months to pay the balance and exemption from late fees during that time.

Item # 3. LS 2 Emergency Force Main Relocation project retribution matter. The board of trustees reserves the right to go into closed session per Iowa Code Section 21.5(c). Motion by Meyer, second by Clark to go into closed session as per Iowa Code Section 21.5(c) at 1:42 p.m. Motion carried, all Trustees present voting 'aye'.

Motion by Clark, second by Lahner to adjourn closed session. Motion carried, all Trustees present voting 'aye'. Closed session adjourned at 2:05 p.m.

Item # 4. Approve March 2015 Financial Statement. Motion by Clark, second by Lahner to approve the March 2015 Financial Statement. Motion carried, all Trustees present voting 'aye'.

Item # 5. Approve March 2015 Invoices. Motion by Clark, second by Wolfram to approve the March 2015 Invoices. Motion carried, all Trustees present voting 'aye'.

Item # 6. Approve March 16th, 2015 board meeting minutes. Motion by Clark, second by Wolfram to approve the March 16th, 2015 board meeting minutes. Motion carried, all Trustees present voting 'aye'.

Item # 7. Resolution 15-05, a Resolution approving contract and bond for the Controls Equipment Procurement project. Moler noted that there was only one bid, the bid was from ICS in the amount of \$159,870. Motion by Clark, second by Wolfram to approve Resolution 15-05, approving contract and bond for the Controls Equipment Procurement project and directing Moler to sign all the contracts. President Miller called roll with the following results: Lahner, 'aye', Meyer, 'aye', Clark, 'aye', Wolfram, 'aye', Miller, 'aye'. Motion carried.

Item # 8. Set Public Hearing date for Amendment of FY 2015 budget and order publication of Public Hearing Notice. Moler stated that the District's budget needs to be amended as the expenses will be overspent due to several projects that have come up over the year, including the LS #2 force main emergency. Motion by Clark, second by Lahner to publish in the April 29th paper and hold the Public Hearing on May 19th before the board meeting at 1:30 p.m. Motion carried, all Trustees present voting 'aye'.

Item # 9. Cooperative Training Agreement. Moler noted that his daughter, Rachel Moler, is enrolled in the Water Environment Training Program at DMACC. Part of the requirement for the diploma is an internship of at least 240 hours. Moler presented a standard DMACC Internship Agreement to the Board. It would be a paid internship at a rate of \$10/hour with no benefits. If approved by the board Rachel would begin May 11th and would be done tentatively around July 31st. Moler said Rachel would work in the lab for several weeks and then move to the maintenance side of things for the final few weeks. Motion by Clark, second by Wolfram to approve the Cooperative Training Agreement while giving Moler the permission to sign the necessary documents for the agreement. Motion carried, all Trustees present voting 'aye'.

Item #10. Lawn mower and trailer bids. Moler informed the board that the mower is scheduled for replacement this year and stated the mower bids that were received were for diesel engines. Two mower bids were acquired, one from Floyd & Leonard, a Toro Z Master mower at \$13,199.04 and Doug's Small Engine, a Toro Z Master mower at \$12,500.00. Moler also recommended the purchase of an aluminum lawn mower trailer. Moler stated that there are adequate lawn mower replacement funds to cover the expense of the trailer. Moler presented three trailer quotes, one from Stromer, a Kiefer trailer in the amount of \$2,200.00; another from Truck Specialties, a Cargo Pro in the amount of \$2,600.00; and one from Mason City Tire, an Aluma Trailer in the amount of \$2,910.75. Wolfram recommended a Kiefer trailer as he believes they're a higher quality trailer. The Board recommended getting an additional quote on a Kiefer trailer from Stellar Truck & Trailer in Mason City and directed Moler to make a decision and purchase a Kiefer trailer. Motion by Lahner, second by Clark to approve Doug's Small Engine quote on the Toro Z Master mower in the amount of \$12,500. Wolfram abstained from voting as he works with both vendors on a regular basis. Motion carried, Lahner, Meyer, Miller, and Clark voting 'aye'.

Item #11. Grit removal system: cyclone replacement quote. Moler noted that the cyclone needed replaced, which is a component of the grit removal system. The quote on the cyclone came from FLSmidth Krebs in the amount of \$5,900.00. Motion by Clark, second by Lahner to purchase the cyclone from FLSmidth Krebs in the amount of \$5,900.00. Motion carried, all Trustees present voting 'aye'.

Item #12. Review of employee benefits program. This item was tabled.

Item #13. Unfinished Business. No unfinished business to be discussed.

Item #14. Superintendent's Report. Moler mentioned that Spilman came to him this morning to inform him that he is officially retiring from the Army Reserves.

Item #15. Attorney's Report. No report.

Item #16. Trustees Report. Board requested that meetings be moved back to Tuesdays. Meetings will once again be held on the third Tuesday of every month.

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 2:44 p.m.

ATTEST:

Bobby, Wolfram, Jr., Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of April 20, 2015

Check #	Date	Vendor Name	Amount	Description
EFT	03/18/15	NET PAYROLL	13,924.53	03/18/15 NET PAYROLL
EFT	03/18/15	BOARD PAYROLL	1,598.32	03/18/15 BOARD 1ST QTR 2015 PAYROLL
EFT	03/18/15	FEDERAL W/H	6,107.10	03/18/15 FEDERAL WITHHOLDING
EFT	03/18/15	DHS W/H	230.77	03/18/15 DHS WITHHOLDING
EFT	03/18/15	EMPLOYEE HSA CONTRIBUTIONS	180.00	03/18/15 EMPLOYEE HSA CONTRIBUTIONS
EFT	03/18/15	IPERS W/H	6,239.06	03/18/15 IPERS WITHHOLDING
EFT	03/18/15	IA DEPT. REV.	2,008.00	03/18/15 STATE W/H
EFT	04/01/15	NET PAYROLL	14,909.70	04/01/15 NET PAYROLL
EFT	04/01/15	FEDERAL W/H	5,999.46	04/01/15 FEDERAL WITHHOLDING
EFT	04/01/15	DHS W/H	230.77	04/01/15 DHS WITHHOLDING
EFT	04/01/15	EMPLOYEE HSA CONTRIBUTIONS	180.00	04/01/15 EMPLOYEE HSA CONTRIBUTIONS
EFT	03/04/15	POSTMASTER	1,347.27	APR BILL MAILING
EFT	04/15/15	NET PAYROLL	14,310.03	04/15/15 NET PAYROLL
EFT	04/15/15	FEDERAL W/H	5,936.81	04/15/15 FEDERAL WITHHOLDING
EFT	04/15/15	DHS W/H	230.77	04/15/15 DHS WITHHOLDING
EFT	04/15/15	EMPLOYEE HSA CONTRIBUTIONS	180.00	04/15/15 EMPLOYEE HSA CONTRIBUTIONS
EFT	04/16/15	IA WORKFORCE DEVELOPMENT	121.45	1ST QTR 2015 UNEMPLOYMENT
EFT	04/16/15	IA DEPT. REV.	1,961.00	1ST QTR 2015 SALES TAX
21686	03/18/15	MECHANICAL AIR SYSTEMS	13,604.00	HVAC/LIGHTING UPGRADE - PAY APP #7 W/C.O. #1
21687	03/26/15	AQUA-AEROBIC SYSTEMS	5,752.79	SBR #2 DECANTER FLEX JOINT
21688	03/26/15	ALLIANT ENERGY	16,801.82	ELECTRIC/GAS
21689	03/26/15	ICS HEALY-RUFF	11,458.34	4TH QTR 14/15 SERVICEFLEX PLAN INSTALLMENT
21690	03/26/15	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
21691	03/26/15	MILLER, JOHN	10.35	1ST QTR 2015 MILEAGE
21692	03/26/15	LAHNER, STEPHEN	13.80	1ST QTR 2015 MILEAGE
21693	03/26/15	TESTAMERICA	1,935.75	LAB TESTING
21694	03/26/15	WELLMARK BLUE CROSS	10,133.88	HEALTH INSURANCE PREMIUMS
21695	03/26/15	FEDERAL EXPRESS	28.00	SHIPPING CHARGES
21696	03/26/15	CLARK, TIM	25.30	1ST QTR 2015 MILEAGE
21697	03/26/15	OFFICE ELEMENTS	86.10	PAPER/MARKERS
21698	03/26/15	PRINCIPAL FINANCIAL	897.03	DENTAL INSURANCE PREMIUMS
21699	03/26/15	MEYER, LOTHAR	4.60	1ST QTR 2015 MILEAGE
21700	03/26/15	WOLFRAM JR., ROBERT	23.00	1ST QTR 2015 MILEAGE
21701	03/26/15	HUPP ELECTRIC MOTORS	1,086.00	ANNUAL CRANE & HOIST INSPECTION
21702	03/26/15	VOID	-	VOID
21703	03/26/15	CARDMEMBER SERVICES	(88.63)	ALLSTATE GASKET - GASKETS RETURNED
21703	03/26/15	CARDMEMBER SERVICES	139.09	BEST BUY - TV FOR CAMERA TRUCK
21703	03/26/15	CARDMEMBER SERVICES	19.96	KRAMER - SHOP/THICKENER SUPPLIES
21703	03/26/15	CARDMEMBER SERVICES	16.98	KRAMER - OUTLET/BOX SWITCH

21703	03/26/15	CARDMEMBER SERVICES	25.46	KRAMER - SHOP SUPPLIES
21703	03/26/15	CARDMEMBER SERVICES	127.54	AMAZON - CAMERA TRUCK/OFFICE SUPPLIES
21703	03/26/15	CARDMEMBER SERVICES	96.05	ZIEGLER - LS#1 GENERATOR HOSES
21703	03/26/15	CARDMEMBER SERVICES	296.05	CLTEL - PHONE/INTERNET SERVICE
21703	03/26/15	CARDMEMBER SERVICES	68.00	VTEL - PHONE SERVICE
21703	03/26/15	CARDMEMBER SERVICES	20.00	IAWEA - COLLECTION SYSTEM LICENSE - BACON
21703	03/26/15	CARDMEMBER SERVICES	20.00	IAWEA - COLLECTION SYSTEM LICENSE - MOLER
21703	03/26/15	CARDMEMBER SERVICES	15.98	KRAMER - SUPPLIES FOR TENT REPAIR
21703	03/26/15	CARDMEMBER SERVICES	13.57	KRAMER - LS#1 PARTS
21703	03/26/15	CARDMEMBER SERVICES	188.97	VERIZON - PLANT CELL/PC SERVICE
21703	03/26/15	CARDMEMBER SERVICES	20.00	IAWEA - COLLECTION SYS. LICENSE - FULLERTON
21703	03/26/15	CARDMEMBER SERVICES	14.90	KRAMER - THICKENER/LMI PUMP PARTS
21703	03/26/15	CARDMEMBER SERVICES	225.88	NORTHERN TOOL - CORD REELS
21703	03/26/15	CARDMEMBER SERVICES	177.40	NC LABS - LAB SUPPLIES
21703	03/26/15	CARDMEMBER SERVICES	192.58	IDEXX - LAB SUPPLIES
21703	03/26/15	CARDMEMBER SERVICES	1,589.40	IDEXX - LAB SUPPLIES
21703	03/26/15	CARDMEMBER SERVICES	2.36	KRAMER - NUTS/BOLTS FOR SHOP
21703	03/26/15	CARDMEMBER SERVICES	30.04	KRAMER - PARTS/SUPPLIES FOR LS#8
21703	03/26/15	CARDMEMBER SERVICES	32.20	CASEY'S - GAS
21703	03/26/15	CARDMEMBER SERVICES	48.56	AMAZON - LAB/OFFICE SUPPLIES
21703	03/26/15	CARDMEMBER SERVICES	31.75	EBAY - ALLEN BRADLEY RELAY CONTACTS
21703	03/26/15	CARDMEMBER SERVICES	33.01	KUM & GO - GAS
21704	03/26/15	ERA	1,327.66	LAB TESTING
21705	03/26/15	GRAINGER	102.18	AIR COMPRESSOR PARTS
21706	03/26/15	CONSOLIDATED ENERGY	860.58	DIESEL/OIL/GREASE
21707	03/26/15	BOX5 MEDIA	1,420.00	WEBSITE UPDATE & ANNUAL HOSTING FEES
21708	03/26/15	TRUCK EQUIPMENT, INC.	438.26	ADD'L WORK DONE ON NEW SERVICE TRUCK
21709	03/26/15	THE AUTO HOSPITAL	66.00	COLORADO REPAIRS
21710	04/08/15	IOWA ONE CALL	22.80	ONE CALL CHARGES
21711	04/08/15	ALLIANT ENERGY	2,298.38	ELECTRIC/GAS
21712	04/08/15	MECHANICAL AIR SYSTEMS	11,267.50	HVAC/LIGHTING UPGRADE - RETAINER
21713	04/08/15	MARCO	36.81	MAR COPIER MAINTENANCE
21714	04/08/15	TUSHA, TED	1,000.00	2015 DEDUCTIBLE REIMBURSEMENT
21715	04/08/15	ABSOLUTE WASTE REMOVAL	91.81	WASTE HAULING SERVICE
21716	04/08/15	AVESIS	202.54	VISION INSURANCE PREMIUMS
21717	04/08/15	MOORE, ANGIE	150.00	MARCH CLEANING SERVICES
21718	04/08/15	HANCOCK COUNTY OIL	360.25	GAS
21719	04/08/15	SIMMONS PERRINE MOYER PLC	5,088.50	LEGAL SERVICES THRU 2/28/15
21720	04/08/15	ALLIANCE CONNECT	12.99	APR HOSTING SERVICE
21721	04/08/15	TRUCK EQUIPMENT, INC.	80.01	SERVICE TRUCK MUD FLAPS
			<u>165,832.89</u>	

**Clear Lake Sanitary District
Unpaid Invoices as of April 20, 2015**

Check #	Date	Vendor Name	Amount	Description
PENDING	4/20/15	ALLIANT ENERGY	9,401.63	GAS/ELECTRIC BILLS
PENDING	4/20/15	BARKER LEMAR	4,475.00	LS#4 UST SYSTEM & MW ABANDONMENT
PENDING	4/20/15	CRESCENT ELECTRIC	27.61	HOLE SEALS FOR SHOP
PENDING	4/20/15	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
PENDING	4/20/15	FAREWAY	175.82	TEA/WATER FOR LAB/OIL FOR PUMPS
PENDING	4/20/15	GFG INSTRUMENTATION	295.94	GAS DETECTOR REPAIR/CALIBRATION GAS
PENDING	4/20/15	GOODNATURE WORK STOP	164.97	EMPLOYEE BOOTS
PENDING	4/20/15	GRP & ASSOCIATES	33.00	LAB WASTE DISPOSAL

PENDING	4/20/15	HAWKINS, INC.	1,901.16	ACRYLIC POLYMER
PENDING	4/20/15	KNORR ELECTRIC	148.75	LS#3 PUMP #1 REPAIRS/ 5/8 EQ PUMP REPAIR
PENDING	4/20/15	LANDFILL OF NORTH IOWA	31.00	GRIT/WASTE DISPOSAL
PENDING	4/20/15	LEDOUX SIGNS	1,191.00	LOGOS FOR CLSD TRUCKS
PENDING	4/20/15	QUALITY FLOW SYSTEMS, INC.	2,998.48	LS#3 & 5/8 EQ PUMP PARTS
PENDING	4/20/15	QUALITY PUMP & CONTROL	500.00	LS#3 PUMP #1 CABLE ENTRY
PENDING	4/20/15	SPRINGBROOK SOFTWARE	58.90	MAR CC/WEB PYMT FEES & CREDIT
PENDING	4/20/15	SUPERIOR LUMBER, INC.	13.78	CEMENT FOR TILING
PENDING	4/20/15	WELLMARK BLUE CROSS	10,741.88	HEALTH INS PREMIUMS
PENDING	4/20/15	HOLMES, LINDA	10.00	REFUND
PENDING	4/20/15	BARBARA LENHART ESTATE	12.06	REFUND
			<u>32,274.70</u>	