

**MINUTES OF BOARD OF TRUSTEES: September 15, 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  
Taylor Moore, Accountant

Also present: Kevin L Moler, Superintendent  
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 August 2014 Financial Statement. Motion by Clark, second by Meyer to approve the August 2014 Financial Statement. Motion carried, all Trustees present voting 'aye'.

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

Rich arrived at 1:55 p.m.

Item # 5. Approve August 18<sup>th</sup> and 25<sup>th</sup>, 2014 board meeting minutes. Motion by Clark, second by Meyer to approve the August 18<sup>th</sup> and 25<sup>th</sup>, 2014 board meeting minutes. Motion carried, all Trustees present voting 'aye'.

Item # 6. HVAC & Lighting Upgrade, Pay Request No. 4. Moler presented a letter he received from the engineer regarding the status of the project. The wrong street lights were ordered and the electricians are now waiting on the new lights to come in so that they can finish up. Motion by Meyer, second by Clark to approve Project Pay Request #4. Motion carried, Meyer, Miller, and Clark voting 'aye', and Wolfram voting 'nay'.

Item # 7. Employee Compensation and Benefits. Moler explained again reviewed the two health insurance quotes and indicated that Wellmark BC's quote is less than United Health Care's quote. Moler covered several internal options for the Board to review, including deductible reimbursement amounts and employee premium contribution amounts that would reduce the district's overall cost. Moler indicated that our anniversary date is November 1 so a board decision will have to be made at the October board meeting. This item was tabled until the next meeting.

Item # 8. Lift Station 5 Easement Request. Moler stated that N.T.I. is going to expand their operations into a neighboring building. They're going to put in a sewage pump and a low pressure force main and would like to run their line on the south edge of our property and into a private manhole that connects to the City's sewer system. It would run on the outside of our fence line, and this would prevent them from trenching down the center of the private access road. Moler noted that another request was made a couple of years ago for this same type of easement but the route was going to eventually cross our property in an undesirable location so the easement was denied. This easement will traverse the perimeter of our property within any set-back zone the City would enforce. Motion by Clark, second by Meyer to approve the Lift

Station 5 Easement Request contingent on them providing us with a survey and drawings from an engineer. Motion carried, all Trustees present voting ‘aye’.

Item # 9. Unfinished Business. No unfinished business to be discussed.

Item #10. Superintendent’s Report.

- Communications Tower. Moler anticipates that the tower will be erected within two weeks.
- Surveillance System. Moler met with River City Communications and ICS, taking them around to the sites. They’re both putting quotes together currently. RCC will provide cameras and recording devices and ICS will provide control panels, radios and antennas to communicate the video signal to the district’s network system.
- Power Demand. The power bill at the plant decreased around \$2,500 when compared to last year’s bill. This is expected to be a result of the economizing work we’ve done by installing the digester diffuser and the power factor correction capacitor.
- 2014 IDNR Inspection. The inspection went well; the only things noted were that the generator at LS#7 needs an air quality permit. The inspector asked about Powder Craft, come to find out they’re a metal finisher and a pretreatment agreement is needed.
- Treatment Agreement. This was in reference to Powder Craft as discussed above.
- LS 2 Emergency Force Main Relocation Project. Moler received a call from Tammy at the DNR in regards to some cracks in the concrete parking lot and about the seeding where it looked too light in some spots over at the park area near Lift Station #2. Moler intends to meet with her on the 16<sup>th</sup> to review the cracks and seeding.
- Web Site Posting of Board Meeting Minutes. Moler noted that minutes will start to be posted on the web site and not in the newspaper as approved by the board approximately one year ago.

Item #11. Attorney’s Report. No report.

Item #12. Trustees Report. No report.

There being no further business to discuss, motion by Meyer, second by Clark to adjourn. Motion carried, all Trustees present voting ‘aye’. Meeting adjourned at 3:58 p.m.

ATTEST:

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Bobby, Wolfram, Jr., Clerk

**Clear Lake Sanitary District**  
**Standard Monthly Invoices already paid as of September 15, 2014**

Check #	Date	Vendor Name	Amount	Description
EFT	08/20/14	NET PAYROLL	12,196.59	08/20/14 NET PAYROLL
EFT	08/20/14	FEDERAL W/H	5,136.46	08/20/14 FEDERAL WITHHOLDING
EFT	08/20/14	DHS W/H	230.77	08/20/14 DHS WITHHOLDING
EFT	08/20/14	EMPLOYEE HSA CONTRIBUTIONS	180.00	08/20/14 EMPLOYEE HSA CONTRIBUTIONS
EFT	08/20/14	IPERS W/H	5,813.96	08/20/14 IPERS WITHHOLDING

EFT	08/20/14	IA DEPT. REV.	1,866.00	08/20/14 STATE W/H
EFT	08/31/14	CLEAR LAKE B&T	49.78	DEPOSIT SLIP ORDER
EFT	09/03/14	NET PAYROLL	13,551.12	09/03/14 NET PAYROLL
EFT	09/03/14	FEDERAL W/H	5,380.43	09/03/14 FEDERAL WITHHOLDING
EFT	09/03/14	DHS W/H	230.77	09/03/14 DHS WITHHOLDING
EFT	09/03/14	EMPLOYEE HSA CONTRIBUTIONS	180.00	09/03/14 EMPLOYEE HSA CONTRIBUTIONS
21325	08/19/14	POSTMASTER	294.00	6 ROLLS OF STAMPS
21326	08/19/14	MOLER, KEVIN	87.22	STAKES/SIGNS FOR SOD @ LS#2 REIMBURSEMENT
21327	08/19/14	EBI DRILLING, INC.	9,160.85	LS#2 EMERGENCY DRILL/INSTALL NEW FORCE MAIN
21328	08/25/14	CERRO GORDO COUNTY P&Z	75.00	RADIO TOWER PERMIT FEE
21329	08/26/14	MECHANICAL AIR SYSTEMS	39,187.50	HVAC/LIGHTING UPGRADE PAY APP #3
21330	08/29/14	ALLIANT ENERGY	505.65	GAS/ELECTRIC
21331	08/29/14	SOUTH SHORE PITSTOP	626.38	GAS
21332	08/29/14	GLEN'S TIRE	67.19	USED SKIDLOADER TIRE/FLAT REPAIR
21333	08/29/14	HEARTLAND PAPER CO.	191.11	CLEANING SUPPLIES
21334	08/29/14	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
21335	08/29/14	NORTHERN BALANCE & SCALE	112.00	CLEAN/CALIBRATE WEIGHTS
21336	08/29/14	CRESCENT ELECTRIC	1,097.70	PARTS FOR RADIO TOWER
21337	08/29/14	TUSHA, TED	140.00	MILEAGE REIMBURSEMENT
21338	08/29/14	FEDERAL EXPRESS	72.98	JUL/AUG SHIPPING CHARGES
21339	08/29/14	CERRO GORDO CO DPH	175.00	EMPLOYEE HEP B & A SHOTS
21340	08/29/14	AVESIS	189.27	VISION INS PREMIUMS
21341	08/29/14	PRINCIPAL FINANCIAL	929.63	DENTAL INSURANCE PREMIUMS
21342	08/29/14	CARDMEMBER SERVICES	(196.62)	KRAMER - LAB TUBING RETURNED
21342	08/29/14	CARDMEMBER SERVICES	34.89	KRAMER - PARTS FOR SBR 1 & 2
21342	08/29/14	CARDMEMBER SERVICES	85.75	SOUTHLAND ELECTRICAL - LS #2 STARTER HEATERS
21342	08/29/14	CARDMEMBER SERVICES	12.99	KRAMER - WEED EATER OIL
21342	08/29/14	CARDMEMBER SERVICES	285.34	CL TEL - PHONE/INTERNET
21342	08/29/14	CARDMEMBER SERVICES	63.74	VTEL - PHONE
21342	08/29/14	CARDMEMBER SERVICES	235.20	VERIZON - CELL/CPU SERVICE
21342	08/29/14	CARDMEMBER SERVICES	61.50	ZIEGLER - LS#1 PARTS
21342	08/29/14	CARDMEMBER SERVICES	23.98	MENARDS - WATER COOLER/CUPS
21342	08/29/14	CARDMEMBER SERVICES	39.95	KRAMER - SHOP/PLANT SUPPLIES
21342	08/29/14	CARDMEMBER SERVICES	1,318.79	PATHFINDER SYSTEMS - SBR BLOWER KIT
21342	08/29/14	CARDMEMBER SERVICES	160.45	BATES FOOTWEAR - EMPLOYEE BOOTS
21342	08/29/14	CARDMEMBER SERVICES	1,159.97	TRACTOR SUPPLY CO - SAND BLASTER - SHOP
21342	08/29/14	CARDMEMBER SERVICES	103.73	US SEAL - SEAL FOR LS#1
21342	08/29/14	CARDMEMBER SERVICES	185.08	VERIZON - NEW PLANT CELL PHONE
21342	08/29/14	CARDMEMBER SERVICES	164.62	AMAZON - TONER/FOLDERS
21342	08/29/14	CARDMEMBER SERVICES	180.00	IAWEA - CLASS REGISTRATION - TUSHA
21342	08/29/14	CARDMEMBER SERVICES	180.00	IAWEA - CLASS REGISTRATION - ENABNIT
21342	08/29/14	CARDMEMBER SERVICES	1,884.13	CREATIVE TENT SOL. - WORK GROUND SHELTER
21342	08/29/14	CARDMEMBER SERVICES	373.00	LANDS' END - EMPLOYEE UNIFORMS
21342	08/29/14	CARDMEMBER SERVICES	61.49	CULVER-HAHN - SHOP SUPPLIES
21342	08/29/14	CARDMEMBER SERVICES	20.48	KRAMER - SLEDGE HAMMER PARTS
21342	08/29/14	CARDMEMBER SERVICES	1,401.93	AMAZON - BILLING PRINTER
21342	08/29/14	CARDMEMBER SERVICES	16.09	KRAMER - SHOP SUPPLIES
21342	08/29/14	CARDMEMBER SERVICES	62.10	KRAMER - TUBING FOR LAB
21342	08/29/14	CARDMEMBER SERVICES	39.29	SUGAR & SLICE - MEALS - GRIT SYSTEM PROJECT
21343	08/29/14	JOEL ERNST/RIVER CITY FENCE	18,513.29	FENCES FOR LIFT STATION #'S 9, 10, & 11
21344	08/29/14	MN-IOWA ELECTRIC	398.52	GRIT MOTOR REPAIRS
21345	08/29/14	MOORE, ANGIE	150.00	CLEANING SERVICES
21346	08/29/14	UNITED HEALTHCARE	8,675.13	HEALTH INSURANCE PREMIUMS
21347	08/29/14	UNITED RENTALS	172.71	TRENCHER RENTAL - RADIO TOWER PROJ.
21348	09/02/14	PETTY CASH	92.38	PETTY CASH REIMBURSEMENT - OFFICE/POSTAGE
21349	09/08/14	POSTMASTER	1,350.53	SEPTEMBER BILL MAILING

21350	09/11/14	ALLIANT ENERGY	13,327.24	ELECTRIC/GAS
21351	09/11/14	FOX ENGINEERING	2,500.50	LS#2 EMERGENCY ENGINEERING SERVICES
21352	09/11/14	HEARTLAND PAPER CO.	153.45	CLEANING SUPPLIES
21353	09/11/14	MARCO, INC.	43.61	COPIER MAINTENANCE
21354	09/11/14	ABSOLUTE WASTE	91.81	WASTE REMOVAL
21355	09/11/14	MN-IOWA ELECTRIC	360.60	LS#4 MOTOR REPAIRS
21356	09/11/14	MOORE, ANGIE	150.00	CLEANING SERVICES
21357	09/11/14	CULVER-HAHN ELECTRIC	67.43	PARTS FOR AIR COMPRESSOR
			<u>151,826.15</u>	

**Clear Lake Sanitary District  
Unpaid Invoices as of September 15, 2014**

Check #	Date	Vendor Name	Amount	Description
PENDING	9/15/14	ABC LOCK	214.60	LOCKS FOR GATES
PENDING	9/15/14	AHLERS & COONEY, P.C.	206.50	LEGAL SERVICES THRU AUGUST 8, 2014
PENDING	9/15/14	B&F FASTENER SUPPLY	19.66	BOLTS/CABLE TIES
PENDING	9/15/14	BARKER LEMAR	1,255.00	LS#4 UST 3RD QTR 2014 SMR
PENDING	9/15/14	BRAKKE IMP., INC.	217.56	MOWER SPINDLE
PENDING	9/15/14	DEZURIK	108.00	PARTS FOR W1 & W2
PENDING	9/15/14	FIVE STAR CO-OP	39.98	GRASS SEED
PENDING	9/15/14	GLEN'S TIRE SERVICE INC.	1,666.29	SKIDLOADER TIRES/TUBE REPAIR
PENDING	9/15/14	HAWKINS, INC.	894.08	ACRYLIC POLYMER
PENDING	9/15/14	INTERSTATE ALL BATTERY CENTER	74.64	BACKUP BATTERIES
PENDING	9/15/14	IOWA NETWORK SERVICES	12.99	HOSTING SERVICE
PENDING	9/15/14	IOWA ONE CALL	39.60	IA ONE CALL LOCATE CHARGES
PENDING	9/15/14	LANDFILL OF NORTH IOWA	31.00	GRIT/WASTE DISPOSAL
PENDING	9/15/14	MIDWEST PIPE SUPPLY	114.00	COUPLERS FOR MAIN LINE SEWER
PENDING	9/15/14	NAPA	503.79	PARTS/SUPPLIES
PENDING	9/15/14	PEKIN	549.26	LIFE INSURANCE PREMIUMS
PENDING	9/15/14	SPRINGBROOK SOFTWARE	340.10	WEB PYMT/CREDIT CARD FEES
PENDING	9/15/14	TEST AMERICA	2,346.50	LAB TESTING
PENDING	9/15/14	USA BLUEBOOK	141.73	LMI PUMP REPAIRS - THICKENER
PENDING	9/15/14	YUNEK LAW FIRM PLC	16.00	LEGAL SERVICES
PENDING	9/15/14	MCILHON, JOE	66.41	REFUND
PENDING	9/15/14	ZIRBEL, ZACH	19.63	REFUND
			<u>8,877.32</u>	