

**MINUTES OF BOARD OF TRUSTEES: August 21, 2018**  
**CLEAR LAKE SANITARY DISTRICT, CERRO GORDO COUNTY, IOWA**

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

Trustees present: Steve Nicklaus (President)  
Lothar Meyer (Treasurer)  
Bobby Wolfram, Jr. (Clerk)  
Gary Hugi  
Tony Nelson

Absent:

Also present: Kevin Moler, Administrator/Superintendent  
Tom Madden, SEH Engineering

Item #1. Opportunity for public to speak. No public to speak on items not on the agenda.

Item #2. Approve July 2018 Financial Statement. Motion by Nelson, second by Hugi to approve the July 2018 Financial Statement. Motion carried, all Trustees present voting 'aye'.

Item #3. Approve July 2018 Invoices. Motion by Meyer to approve the July 2018 Invoices including Industrial Piping Services invoice. Motion was seconded by Nelson. Motion carried, all Trustees present voting 'aye'.

Item #4. Approve July 17<sup>th</sup>, 2018 board meeting minutes. Motion by Hugi, second by Wolfram to approve the July 17<sup>th</sup>, 2018 board meeting minutes. Motion carried, all Trustees present voting 'aye'.

Item #5. Wastewater Treatment Facility Process Tank Rehabilitation Project status. Madden informed the board that the contractor has discovered more concrete that needs to be removed. This concrete is supposedly located beneath the Sauereisen product that was removed with the latest sandblasting process. Madden indicated that the specification addresses this situation so there is nothing outside of the contract that will need to be modified. Madden indicated that moisture was noted in cracks and joints from yesterday's rain and this may be causing the degradation of concrete. Madden told the board that they need to consider risk management which is how are we going to address stopping the water from seeping through the wall from the outside. Madden provided options which ranged from exposing the entire outside wall and coating with a sealant product to slopping the ground away from the wall to prevent moisture from seeping down along the wall and into cracks. Madden stated he expects the contractor will submit a request for extension since the completion date is this October. The board decided that we will expect SBR 4 to be completed this fall, possibly leave open, and we will drain SBR 1 as far as we can to see what the wall looks like. If the coating looks good we will proceed with the contract and complete the project.

Item #6. UV Disinfection Project. Pay Request #5, \$287,021.98. Motion by Meyer, second by Nelson to approve Pay Request #5. Motion carried all Trustees present voting 'aye'.

Item #7. Certificate of Deposit Option. Moler informed the board the current CD rate is 1.30% and the bump rate is 1.76%. Motion by Meyer to bump the CD to the 1.76% rate, second by Hugi. Motion carried all Trustees present voting 'aye'.

Item #8. Unfinished Business. No unfinished business.

Item #9. Superintendent’s Report. Trustee Term: Moler presented a Resolution approved by the board of supervisors that shortens the sanitary district trustee term from 6 years to 4 years.

Moler reviewed a longevity recognition program with the board.

Moler reviewed the nutrient reduction compliance schedule with the board and the anticipated improvements that will help us achieve the limits.

Item #10. Trustees Report. No report.

There being no further business to discuss, motion by Nelson, second by Hugi to adjourn. Motion carried, all Trustees present voting ‘aye’. Meeting adjourned at 6:20 p.m.

ATTEST:

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Bobby Wolfram, Jr., Clerk

**Clear Lake Sanitary District  
Standard Monthly Invoices already paid as of August 21, 2018**

Check #	Date	Vendor Name	Amount	Description
EFT	07/13/18	IA WORKFORCE DEVELOPMENT	91.74	2ND QTR 2018 UNEMPLOYMENT
EFT	07/13/18	IA DEPT. REV.	2,251.00	2ND QTR 2018 SALES TAX
EFT	07/18/18	NET PAYROLL	12,903.45	07/18/18 NET PAYROLL
EFT	07/18/18	FEDERAL W/H	4,987.65	07/18/18 FEDERAL WITHHOLDING
EFT	07/18/18	DHS W/H	230.77	07/18/18 DHS WITHHOLDING
EFT	07/18/18	EMPLOYEE HSA CONTRIBUTIONS	155.00	07/18/18 EMPLOYEE HSA CONTRIBUTIONS
EFT	07/18/18	IPERS W/H	6,380.79	07/18/18 IPERS WITHHOLDING
EFT	07/18/18	IA DEPT. REV.	2,035.00	07/18/18 STATE W/H
EFT	08/01/18	NET PAYROLL	14,474.00	08/01/18 NET PAYROLL
EFT	08/01/18	FEDERAL W/H	5,372.16	08/01/18 FEDERAL WITHHOLDING
EFT	08/01/18	DHS W/H	230.77	08/01/18 DHS WITHHOLDING
EFT	08/01/18	EMPLOYEE HSA CONTRIBUTIONS	25.00	08/01/18 EMPLOYEE HSA CONTRIBUTIONS
EFT	08/03/18	POSTMASTER	1,341.95	AUG BILL MAILING
EFT	08/15/18	NET PAYROLL	13,405.62	08/15/18 NET PAYROLL
EFT	08/15/18	FEDERAL W/H	5,111.85	08/15/18 FEDERAL WITHHOLDING
EFT	08/15/18	DHS W/H	230.77	08/15/18 DHS WITHHOLDING
EFT	08/15/18	EMPLOYEE HSA CONTRIBUTIONS	25.00	08/15/18 EMPLOYEE HSA CONTRIBUTIONS
23702	07/18/18	SPILMAN, DENNIS	1,325.88	2018 HSA CONTRIBUTION
23703	07/18/18	FULLERTON, RON	1,400.00	2018 HSA CONTRIBUTION
23704	07/18/18	MOORE, TAYLOR	1,959.80	2018 HSA CONTRIBUTION
23705	07/31/18	ALLIANT ENERGY	3,579.77	ELECTRIC/GAS
23706	07/31/18	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
23707	07/31/18	NORTHERN BALANCE & SCALE	202.00	LAB EQUIPMENT CALIBRATIONS
23708	07/31/18	IA DNR	1,275.00	ANNUAL NPDES PERMIT FEE
23709	07/31/18	PLUMB SUPPLY	91.38	BLDG 30 FILTERS
23710	07/31/18	HUBER SUPPLY CO	153.70	WELDING WIRE
23711	07/31/18	MUNICIPAL SUPPLY, INC.	975.64	HYDRANT PARTS
23712	07/31/18	TESTAMERICA	2,600.50	LAB TESTING
23713	07/31/18	SPILMAN, DENNIS	29.22	JUL ON-CALL MILEAGE
23714	07/31/18	WELLMARK BCBS	11,517.86	AUG HEALTH INSURANCE PREMIUMS

23715	07/31/18	FEDERAL EXPRESS	24.64	SHIPPING CHARGES
23716	07/31/18	SCHIMBERG CO.	418.41	BOILER PARTS
23717	07/31/18	FIVE STAR CO-OP	54.83	WEED KILLER
23718	07/31/18	YOHN CO.	285.36	LS#3 RADIO TOWER CONCRETE
23719	07/31/18	AVESIS	188.99	VISION INSURANCE PREMIUMS
23720	07/31/18	MIDWEST PIPE SUPPLY	86.07	SBR VALVE GASKETS
23721	07/31/18	PUEGGEL, GRANT	21.80	JUL ON-CALL MILEAGE
23722	07/31/18	PRINCIPAL FINANCIAL	947.46	DENTAL INSURANCE PREMIUMS
23723	07/31/18	INTERSTATE ALL-BATTERY CENTER	115.20	BACKUP BATTERY
23724	07/31/18	CARDMEMBER SERVICES	2,900.00	IDNR - LAB CERTIFICATION FEE
23724	07/31/18	CARDMEMBER SERVICES	322.14	CL TEL - PHONE/INTERNET SERVICE
23724	07/31/18	CARDMEMBER SERVICES	154.98	HACH - LAB SUPPLIES
23724	07/31/18	CARDMEMBER SERVICES	20.98	KRAMER - SHOP SUPPLIES
23724	07/31/18	CARDMEMBER SERVICES	151.04	VERIZON - PLANT CELL/CPU SERVICE
23724	07/31/18	CARDMEMBER SERVICES	159.98	KRAMER - SUMP PUMPS
23724	07/31/18	CARDMEMBER SERVICES	1,197.60	TELEDYNE - BLDG 30 SAMPLER FRIDGE
23724	07/31/18	CARDMEMBER SERVICES	35.28	KRAMER - SUMP PUMP PARTS
23724	07/31/18	CARDMEMBER SERVICES	51.96	KRAMER - PLANT SUPPLIES
23724	07/31/18	CARDMEMBER SERVICES	250.00	INDEED - JOB ADVERTISEMENT
23724	07/31/18	CARDMEMBER SERVICES	449.69	MOUSER ELECTRONICS - PRESSURE SENSORS
23724	07/31/18	CARDMEMBER SERVICES	39.51	AMAZON - 5/8 EQ POWER RELAY
23724	07/31/18	CARDMEMBER SERVICES	200.00	HEALTHWORKS - CONSORTIUM DUES
23724	07/31/18	CARDMEMBER SERVICES	42.79	AMAZON - OFFICE SUPPLIES
23725	07/31/18	MOORE, ANGIE	300.00	JUL CLEANING SERVICES
23726	07/31/18	SUPERIOR LUMBER	23.96	WINDOW CAULK
23727	07/31/18	R COMM WIRELESS	961.50	LS #3 RADIO TOWER
23728	07/31/18	SIOUX VALLEY ENVIRONMENTAL	1,395.00	ACRYLILOC POLYMER
23729	07/31/18	SEH, INC.	2,810.32	SBR TANK REHAB ENGINEERING
23730	07/31/18	HDR ENGINEERING	1,364.15	NUTRIENT REDUCTION STUDY
23731	07/31/18	MID-AMERICA PUBLISHING	107.57	LEGAL PUBLICATIONS
23732	07/31/18	TEAM SERVICES, INC.	945.60	UV DISINFECTION PROJECT CONCRETE TESTING
23733	08/09/18	ALLIANT ENERGY	3,103.18	ELECTRIC/GAS
23734	08/09/18	NAPA	1,093.53	PARTS/SUPPLIES
23735	08/09/18	MARCO, INC.	41.37	COPIER MAINT. FEE
23736	08/09/18	ABSOLUTE WASTE REMOVAL	106.35	WASTE DISPOSAL SERVICE
23737	08/09/18	NICKLAUS, STEVE	700.00	REIMBURSEMENT FOR CALIPER APPLICANT SURVEYS
23738	08/09/18	SUPERIOR LUMBER	17.97	REBAR - LS#3 ANTENNA
23739	08/09/18	HANCOCK COUNTY CO-OP	302.18	GAS
			<u>115,848.38</u>	

**Clear Lake Sanitary District  
Unpaid Invoices as of August 21, 2018**

Check #	Date	Vendor Name	Amount	Description
PENDING	8/21/18	ACCELA	477.85	CREDIT CARD/WEB PYMT SYSTEM FEES
PENDING	8/21/18	ALLIANT ENERGY	17,237.65	GAS/ELECTRIC BILLS
PENDING	8/21/18	AQUA-AEROBIC SYSTEMS	2,745.00	MAX FILL MODE PROGRAMMING
PENDING	8/21/18	B&F FASTENER SUPPLY	1,518.14	LS#3 CHAIN
PENDING	8/21/18	BOX5 MEDIA, LLC	125.00	WEBSITE REVISIONS
PENDING	8/21/18	BRAKKE IMP., INC.	227.67	JD MOWER PARTS/SHOP SUPPLIES
PENDING	8/21/18	CULVER-HAHN ELECTRIC	253.96	LS #7 PARTS
PENDING	8/21/18	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
PENDING	8/21/18	FOX ENGINEERING	15,009.50	UV DISINFECTION PROJECT ENGINEERING
PENDING	8/21/18	GFG INSTRUMENTATION	703.32	GAS DETECTOR REPAIRS

PENDING	8/21/18	GLEN'S TIRE SERVICE INC.	12.50	KUBOTA TIRE REPAIR
PENDING	8/21/18	HEALTHWORKS	156.00	DOT SCREENINGS
PENDING	8/21/18	HEARTLAND PAPER CO.	341.06	PLANT SUPPLIES
PENDING	8/21/18	LAKE AUTO PARTS	2.76	JD MOWER PARTS
PENDING	8/21/18	LANDFILL OF NORTH IOWA	66.00	WASTE/GRIT DISPOSAL
PENDING	8/21/18	MIDLAND GIS SOLUTIONS	7,400.00	NEW GIS SOFTWARE/ANNUAL GIS HOSTING
PENDING	8/21/18	MUNICIPAL SUPPLY INC	222.70	PLANT HYDRANT PARTS
PENDING	8/21/18	PEKIN	470.08	LIFE INSURANCE PREMIUMS
PENDING	8/21/18	SEH, INC	2,479.70	SBR PROJECT ENGINEERING
PENDING	8/21/18	FLICK, JENNIFER	13.70	REFUND
			<u>49,556.31</u>	