

MINUTES OF BOARD OF TRUSTEES: December 18, 2018
CLEAR LAKE SANITARY DISTRICT, CERRO GORDO COUNTY, IOWA

The regular board meeting was called to order by President Steve Nicklaus at 5:31 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
Terry Unsworth
Mark Bale
Chris Ayers

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

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

Item #3. Approve November 2018 Invoices. Motion by Hugi, second by Wolfram to approve the November 2018 Invoices. Motion carried, all Trustees present voting 'aye'.

Item #4. Approve November 20th, 2018 board meeting minutes. Motion by Hugi, second by Wolfram to approve the November 20th, 2018 board meeting minutes. Motion carried, all Trustees present voting 'aye'.

Item #5. UV Disinfection Project. Change Order #3, \$(10,625). Motion by Nelson, second by Wolfram to approve Change Order #3. Motion carried all Trustees present voting 'aye'. Pay Request #9, \$127,793.47. Motion by Meyer, second by Nelson to approve Pay Request #9 in the amount of \$127,793.47. Motion carried all Trustees present voting 'aye'.

Item #6. Force Main Pipe Repair Parts, \$12,303.71. Moler informed the board that he recommends we have pipe repair kits on the shelf to enable staff to respond promptly to a breach in a sewer force main pipe. Moler described the two different repair kits and the different types of holes/breaks that we could encounter at different locations between pipe ends.

Item #7. SBR Tank Inner Wall Project Engineering Selection. The board discussed the details of each of the three engineering firm's presentation of proposals and decided that the low bid from V&K did not provide a design/bid/construction schedule as we requested. Motion by Hugi, second by Nelson to select WHKS's second low bid of \$49,800 to provide design/bid services for the SBR Tank Inner Wall Project. Motion carried all Trustees present voting 'aye'.

Item #8. Trustee Interviews. The board interviewed Mark Bale and Chris Ayers as a result of Steve Nicklaus' resignation effective immediately following this meeting.

Item #9. Unfinished Business. No report given.

Item #8. Superintendent's Report. Moler informed the board about a potential vegetable greenhouse outside of the sanitary district's boundary but within 1,600 feet of a sewer main and wants to connect to the sanitary sewer. Moler informed the business owner that the district was not interested in extending sewer to their property but we would allow them to install a

private sewer line and connect. Moler stated he will keep the board updated when additional information is received.

Item #8. Trustees Report. Motion by Hugi to appoint Mark Bale effective immediately following this meeting. This motion was seconded by Tony Nelson. Ayes were: Hugi, Nelson, and Wolfram. Nays were: Meyer. Nicklaus abstained. Motion carried.

There being no further business to discuss, motion by Wolfram, second by Hugi to adjourn. Motion carried, all Trustees present voting 'aye'. Meeting adjourned at 7:05 p.m.

ATTEST:

Bobby Wolfram, Jr., Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of December 18, 2018

Check #	Date	Vendor Name	Amount	Description
EFT	11/21/18	NET PAYROLL	15,217.43	11/21/18 NET PAYROLL
EFT	11/21/18	FEDERAL W/H	5,945.78	11/21/18 FEDERAL WITHHOLDING
EFT	11/21/18	DHS W/H	230.77	11/21/18 DHS WITHHOLDING
EFT	11/21/18	EMPLOYEE HSA CONTRIBUTIONS	25.00	11/21/18 EMPLOYEE HSA CONTRIBUTIONS
EFT	11/21/18	IPERS W/H	7,324.58	11/21/18 IPERS WITHHOLDING
EFT	11/21/18	IA DEPT. REV.	2,366.00	11/21/18 STATE W/H
EFT	12/04/18	POSTMASTER	1,347.00	DEC BILL MAILING
EFT	12/05/18	NET PAYROLL	16,426.57	12/05/18 NET PAYROLL
EFT	12/05/18	FEDERAL W/H	6,038.85	12/05/18 FEDERAL WITHHOLDING
EFT	12/05/18	DHS W/H	230.77	12/05/18 DHS WITHHOLDING
EFT	12/05/18	EMPLOYEE HSA CONTRIBUTIONS	25.00	12/05/18 EMPLOYEE HSA CONTRIBUTIONS
23914	11/21/18	BMC AGGREGATES LLC	46.31	SANDER SAND
23915	11/21/18	IOWA ONE CALL	256.80	LOCATE CHARGES
23916	11/21/18	MC2, INC.	644.51	BLDG 30 TROJAN RELAY BOARD
23917	11/21/18	KNORR ELECTRIC	53.00	NON-CONDUCTIVE OIL
23918	11/21/18	TESTAMERICA	2,682.50	LAB TESTING
23919	11/21/18	BACON, STEVE	22.35	ON-CALL MILEAGE
23920	11/21/18	WELLMARK BCBS	12,988.95	HEALTH INSURANCE PREMIUMS
23921	11/21/18	BRAKKE IMPLEMENT	41.46	JD MOWER PARTS
23922	11/21/18	CONSOLIDATED ENERGY	3,069.00	DIESEL - PLANT/GENERATORS
23923	11/29/18	WEF MEMBERSHIP	160.00	MOLER ANNUAL MEMBERSHIP
23924	11/29/18	AVESIS	188.99	VISION INSURANCE PREMIUMS
23925	11/29/18	PUEGGEL, GRARNT	197.95	WORK BOOT REIMBURSEMENT
23926	11/29/18	PRINCIPAL FINANCIAL	955.51	DENTAL INSURANCE PREMIUMS
23927	11/29/18	CARDMEMBER SERVICES	(182.40)	JCI - GRIT PUMP SEALS RETURNED
23927	11/29/18	CARDMEMBER SERVICES	5.58	KRAMER - HOSE
23927	11/29/18	CARDMEMBER SERVICES	112.00	AMAZON - LS #1 & 4 FUEL PUMPS
23927	11/29/18	CARDMEMBER SERVICES	1,090.35	NC LABS - LAB SUPPLIES
23927	11/29/18	CARDMEMBER SERVICES	797.44	MOUSER ELECTRONICS - PRESSURE SENSORS
23927	11/29/18	CARDMEMBER SERVICES	49.99	BEST BUY - HDD DOCKING STATION
23927	11/29/18	CARDMEMBER SERVICES	1,049.99	BEST BUY - CAMERA TRUCK LAPTOP
23927	11/29/18	CARDMEMBER SERVICES	36.55	AMAZON - 5/8 EQ BASIN PARTS
23927	11/29/18	CARDMEMBER SERVICES	323.27	CLTEL - PHONE/INTERNET SERVICE
23927	11/29/18	CARDMEMBER SERVICES	47.56	KRAMER - CAMERA TRUCK PARTS/SHOP SUPPLIES
23927	11/29/18	CARDMEMBER SERVICES	44.98	BEST BUY - USB HUB
23927	11/29/18	CARDMEMBER SERVICES	150.97	VERIZON - PLANT CELL/CPU SERVICE
23927	11/29/18	CARDMEMBER SERVICES	14.63	KRAMER - NUTS/BOLTS/TOTE
23927	11/29/18	CARDMEMBER SERVICES	99.84	AMAZON - SHOP GLOVES

23927	11/29/18	CARDMEMBER SERVICES	48.51	KRAMER - PLANT SUPPLIES
23927	11/29/18	CARDMEMBER SERVICES	285.82	KAMAN - SUCTION HOSE
23927	11/29/18	CARDMEMBER SERVICES	177.44	AMAZON - OFFICE/SHOP SUPPLIES
23927	11/29/18	CARDMEMBER SERVICES	63.79	CURRENT LABELS - LAB LABELS
23927	11/29/18	CARDMEMBER SERVICES	362.95	FLEET FARM - VACUUM/SHOP SUPPLIES
23927	11/29/18	CARDMEMBER SERVICES	1,101.00	THE GATOR CENTER - AG CHEM INJECTION BLADE
23927	11/29/18	CARDMEMBER SERVICES	26.85	SUPPLYHOUSE.COM - BOILER ACTUATOR LINKAGE
23927	11/29/18	CARDMEMBER SERVICES	52.72	KAMAN - LOCK CLAMPS
23927	11/29/18	CARDMEMBER SERVICES	990.15	HACH - LAB SUPPLIES
23927	11/29/18	CARDMEMBER SERVICES	48.30	KRAMER - THERMOSTAT WIRE
23927	11/29/18	CARDMEMBER SERVICES	72.94	AMAZON - KUBOTA STARTER
23927	11/29/18	CARDMEMBER SERVICES	106.93	AMAZON - CALENDARS
23927	11/29/18	CARDMEMBER SERVICES	196.34	LANDS END - UNIFORMS
23928	11/29/18	MOORE, ANGIE	300.00	NOV CLEANING SERVICES
23929	11/29/18	IA DIVISION OF LABOR SERVICES	240.00	BOILER INSPECTIONS
23930	11/29/18	TEAM SERVICES, INC.	465.90	UV DISINFECTION PROJ CONCRETE TESTING
23931	12/13/18	IOWA ONE CALL	45.90	ONE CALL CHARGES
23932	12/13/18	ALLIANT ENERGY	13,790.50	ELECTRIC/GAS
23933	12/13/18	LANDFILL OF NORTH IOWA	276.54	GRIT DISPOSAL
23934	12/13/18	TESTAMERICA	618.00	LAB TESTING
23935	12/13/18	TUSHA, TED	14.61	ON-CALL MILEAGE
23936	12/13/18	ABSOLUTE WASTE	107.29	WASTE DISPOSAL SERVICE
23937	12/13/18	GUSTAVE A LARSON	283.82	LS #8 HEATER FAN MOTOR
23938	12/13/18	ULINE	886.05	SKID OF ICE MELT
23939	12/13/18	PUEGGEL, GRARNT	20.00	PESTICIDE EXAM REIMBURSEMENT
23940	12/13/18	HANCOCK COUNTY CO-OP	304.14	GAS
23941	12/13/18	HANSON, MITCHELL	1,000.00	2018 HSA CONTRIBUTION
			<u>102,012.32</u>	

**Clear Lake Sanitary District
Unpaid Invoices as of December 18, 2018**

Check #	Date	Vendor Name	Amount	Description
PENDING	12/18/18	ACCELA	516.80	CREDIT CARD/WEB PYMT SYSTEM FEES
PENDING	12/18/18	AHLERS & COONEY, P.C.	119.00	LEGAL SERVICES
PENDING	12/18/18	ALLIANT ENERGY	3,869.09	GAS/ELECTRIC BILLS
PENDING	12/18/18	AMERICAN SOLUTIONS FOR BUSINESS	138.77	BUSINESS CARDS
PENDING	12/18/18	BROWN SUPPLY CO.	223.50	DIGESTER #1 PARTS
PENDING	12/18/18	CONSOLIDATED ENERGY	513.35	BLOWER OIL
PENDING	12/18/18	CRESCENT ELECTRIC	22.95	LS #8 FAN DELAY
PENDING	12/18/18	FASTENAL	99.79	EPOXY MIXING TUBES
PENDING	12/18/18	FOX ENGINEERING	10,454.75	UV DISINFECTION PROJECT ENGINEERING
PENDING	12/18/18	GOODNATURE WORK STOP	295.39	BOOTS/UNIFORMS
PENDING	12/18/18	HEALTHWORKS	57.00	EMPLOYEE MEDICAL SCREENING
PENDING	12/18/18	INTERSTATE ALL BATTERY CENTER	3,025.40	MOWER/LS GENERATOR BATTERIES
PENDING	12/18/18	J&J MACHINING WELDING & FAB.	119.21	STAINLESS STEEL SHEET
PENDING	12/18/18	LAKE AUTO PARTS	8.33	TOGGLE SWITCH
PENDING	12/18/18	MARCO, INC.	49.29	COPIER MAINTENANCE FEE
PENDING	12/18/18	MECAHNICAL AIR SYSTEMS	393.00	ADMIN BLDG THERMOSTAT REPLACEMENT
PENDING	12/18/18	MID-AMERICA PUBLISHING CORP	53.78	MINUTE PUBLICATIONS
PENDING	12/18/18	NAPA	986.12	PARTS/SUPPLIES
PENDING	12/18/18	QUALITY FLOW SYSTEMS, INC.	917.29	LS#1 MECH SEAL/BEARING KIT
PENDING	12/18/18	SEH, INC	2,226.24	SBR PROJECT ENGINEERING
PENDING	12/18/18	SIMMONS PERRINE MOYER BER PLC	75.00	LEGAL SERVICES
PENDING	12/18/18	SJE RHOMBUS	1,788.45	2ND QTR FLEX PLAN
PENDING	12/18/18	VAN METER, INC.	1,582.85	LS #8 PUMP #2 PARTS
PENDING	12/18/18	WORTH COUNTY EXTENSION	91.00	PESTICIDE MANUALS
PENDING	12/18/18	OPPERMANN, ADAM	5.00	REFUND

27,631.35
