

MINUTES OF BOARD OF TRUSTEES: May 21, 2019
CLEAR LAKE SANITARY DISTRICT, CERRO GORDO COUNTY, IOWA

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

Trustees present: Gary Hugi (President)
Mark Bale (Vice President)
Lothar Meyer (Treasurer)
Bobby Wolfram, Jr. (Clerk)
Terry Unsworth

Absent:

Also present: Kevin Moler, Administrator
Brandon Billings, Cerro Gordo County Engineer
Mike Ritter, City of Clear Lake Building Official
Bill Bredlow, City of Ventura Public Works Director

Item #1. Opportunity for public to speak.

Item #2. Approve April 2019 Financial Statement. Motion by Unsworth, second by Wolfram to approve the April 2019 Financial Statement. Motion carried, all Trustees present voting aye.

Item #3. Approve April 2019 Invoices. Motion by Bale, second by Wolfram to approve the April 2019 Invoices. Motion carried, all Trustees present voting aye.

Item #4. Approve April 16th, 2019 board meeting minutes. Motion by Wolfram, second by Meyer to approve the April 16th, 2019 board meeting minutes. Motion carried, all Trustees present voting aye.

Item #5. UV Disinfection Project. Change Order No. 5, extension of final completion from May 9, 2019 to May 31, 2019 due to weather delays. Change Order No. 6, \$1,000 deduct for a reduction of restoration and seeding area. Pay Request No. 14, \$4,526.75. Motion by Wolfram, second by Bale to approve Change Orders No. 5 and No. 6 and Pay Request #14 in the amount of \$4,526.75. Motion carried all Trustees present voting aye.

Item #6. 2019 Sewer Lining Project Engineering Services Contract. This item was tabled.

Item #7. Amendment to Ordinance No. 7 – Sewer Rate Increase. Motion by Unsworth, second by Meyer to adjust the Replacement & Capital Maintenance portion from \$0.98 to \$0.99 per 1,000 gallons and to approve the first reading of the Amendment to Ordinance No. 7 which reflects a 4% sewer rate increase: Base Rate from \$11.83 to \$12.30, Consumption Rate from \$2.28 to \$2.37, Sewer Maintenance Fee from \$0.88 to \$0.92 and Production-Based Strength Charge from \$0.649 to \$0.675 per barrel of beer produced. President Hugi called the roll with all Trustees present voting aye.

Item #8. Unfinished business. A review of Capital Projects. Moler reviewed the scope of the repairs to damage caused by hydrogen sulfides to the pretreatment building channel walls and to lift station 3 manhole and wet well walls and informed the board that these projects will take place in July or August when flows are at seasonal lows.

Moler reviewed a list of sewer line segments that are included in the 2019 Sewer Lining Project. Bredlow indicated that he would like to add a couple of Ventura's line segments to this project. Moler said this project will take place late summer.

Item #9. Administrator's Report. Moler provided an overview of property that will benefit from the sewer extension resulting from the City of Clear Lake's N. 32nd St project and requested the Board provide direction on annexation. The Board directed Moler to prepare a voluntary annexation petition and present it to TD Fuel, LLC.

Moler discussed the District finances and investment strategy with the Board. Moler was advised to submit an investment plan to Bale for review.

Item #13. Trustees Report. No report given.

There being no further business to discuss, motion by Meyer, second by Unsworth to adjourn. Motion carried, all trustees present voting 'aye'. Meeting adjourned at 6:49 p.m.

ATTEST:

Bobby Wolfram, Jr., Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of May 21, 2019

Check #	Date	Vendor Name	Amount	Description
EFT	04/24/19	NET PAYROLL	15,364.01	04/24/19 NET PAYROLL
EFT	04/24/19	FEDERAL W/H	5,895.71	04/24/19 FEDERAL WITHHOLDING
EFT	04/24/19	DHS W/H	230.77	04/24/19 DHS WITHHOLDING
EFT	04/24/19	EMPLOYEE HSA CONTRIBUTIONS	25.00	04/24/19 EMPLOYEE HSA CONTRIBUTIONS
EFT	04/24/19	IPERS W/H	7,331.61	04/24/19 IPERS WITHHOLDING
EFT	04/24/19	IA DEPT. REV.	2,245.00	04/24/19 STATE W/H
EFT	05/08/19	NET PAYROLL	16,711.18	05/08/19 NET PAYROLL
EFT	05/08/19	FEDERAL W/H	6,191.77	05/08/19 FEDERAL WITHHOLDING
EFT	05/08/19	DHS W/H	230.77	05/08/19 DHS WITHHOLDING
EFT	05/08/19	EMPLOYEE HSA CONTRIBUTIONS	25.00	05/08/19 EMPLOYEE HSA CONTRIBUTIONS
EFT	05/09/19	POSTMASTER	1,346.62	MAY BILL MAILING
24153	04/19/19	IOWA ONE CALL	22.50	LOCATE CHARGES
24154	04/19/19	ALLIANT ENERGY	2,752.37	ELECTRIC/GAS
24155	04/19/19	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
24156	04/19/19	VAN METER, INC.	3,424.00	SCADA - TECH CONNECT SUPPORT
24157	04/19/19	MUNICIPAL SUPPLY	1,413.23	METERS/METER PARTS/TOUCH PADS
24158	04/19/19	CASE, MICHELLE	35.82	COFFEE/SUPPLIES REIMBURSEMENT
24159	04/19/19	WELLMARK BCBS	12,655.78	HEALTH INSURANCE PREMIUMS
24160	04/19/19	FIVE STAR COOP	311.88	FERTILIZER
24161	04/19/19	HOTSY EQUIPMENT CO.	28.37	HOTSY PARTS
24162	04/19/19	OFFICE ELEMENTS	77.80	PAPER
24163	04/19/19	PUEGGEL, GRANT	20.00	GRADE 2 CERT. FEE REIMBURSEMENT
24164	04/19/19	PEKIN LIFE INSURANCE	586.68	LIFE INSURANCE PREMIUMS
24165	04/19/19	HUPP ELECTRIC MOTORS	1,178.00	ANNUAL HOIST INPSECTIONS
24166		VOID		
24167	04/19/19	CARDMEMBER SERVICES	(140.80)	USA INDUSTRIES - LS#8B PROJ - BALLOON RENTAL
24167	04/19/19	CARDMEMBER SERVICES	323.23	CLTEL - PHONE/INTERNET SERVICE
24167	04/19/19	CARDMEMBER SERVICES	4.99	KRAMER - SPRAY PAINT
24167	04/19/19	CARDMEMBER SERVICES	168.56	AMAZON - MINUTE BOOK
24167	04/19/19	CARDMEMBER SERVICES	1,132.09	AMAZON - OFFICE SUPPLIES/CISCO ACCESS POINTS
24167	04/19/19	CARDMEMBER SERVICES	34.70	AMAZON - MEDICAL CABINET SUPPLIES
24167	04/19/19	CARDMEMBER SERVICES	150.97	VERIZON - PLANT CELL/CPU SERVICE
24167	04/19/19	CARDMEMBER SERVICES	122.49	MENARDS - UV BLDG SUPPLIES
24167	04/19/19	CARDMEMBER SERVICES	9,291.64	DELL - COMPUTERS - PC UPGRADE PROJ
24167	04/19/19	CARDMEMBER SERVICES	31.98	KRAMER - BATTERIES
24167	04/19/19	CARDMEMBER SERVICES	155.79	AMAZON - MEDICAL CABINET SUPPLIES
24167	04/19/19	CARDMEMBER SERVICES	1,162.05	ERA - LAB TESTING

24167	04/19/19	CARDMEMBER SERVICES	433.00	HACH - ANNUAL SERVICE FEE
24167	04/19/19	CARDMEMBER SERVICES	21.35	KRAMER - LS #2 PARTS
24167	04/19/19	CARDMEMBER SERVICES	180.81	AMAZON - COMPUTER SUPPLIES
24167	04/19/19	CARDMEMBER SERVICES	879.99	DELL - SERVER RACK
24167	04/19/19	CARDMEMBER SERVICES	25.00	IAWEA - WORKSHOP REGISTRATION
24167	04/19/19	CARDMEMBER SERVICES	257.87	HACH - LAB SUPPLIES
24167	04/19/19	CARDMEMBER SERVICES	39.99	KRAMER - POWER STRIP
24167	04/19/19	CARDMEMBER SERVICES	43.30	SUPPLYHOUSE.COM - BLOWER RM FURNACE PARTS
24167	04/19/19	CARDMEMBER SERVICES	286.41	AMAZON - COMPUTER SUPPLIES
24168	04/19/19	CONSOLIDATED ENERGY	243.25	OIL FOR SBR GATES/WENCH
24169	05/01/19	ALLIANT ENERGY	180.62	ELECTRIC/GAS
24170	05/01/19	LANDFILL OF NORTH IOWA	60.00	OIL FILTER DISPOSAL
24171	05/01/19	HEARTLAND PAPER CO.	256.10	SOAP/DISPENSERS
24172	05/01/19	PMMIC	828.00	LS#5 UST INSURANCE PREMIUMS
24173	05/01/19	TESTAMERICA LABS	2,312.00	LAB TESTING
24174	05/01/19	ADVANCE NETWORKING SERVICES	4,125.00	PC INSTALLS/SERVER RACK INSTALL
24175	05/01/19	FEDERAL EXPRESS	16.92	SHIPPING LAB THERMOMETORS
24176	05/01/19	OVIVO USA, LLC	2,481.06	GRIT CLASSIFIER
24177	05/01/19	FIVE STAR COOP	571.78	FERTILIZER
24178	05/01/19	AVESIS	250.99	VISION INSURANCE PREMIUMS
24179	05/01/19	PRINCIPAL FINANCIAL	1,001.64	DENTAL INSURANCE PREMIUMS
24180	05/01/19	GRP & ASSOCIATES	106.50	LAB WASTE DISPOSAL
24181	05/01/19	MOORE, ANGIE	300.00	APR CLEANING SERVICES
24182	05/01/19	SUPERIOR LUMBER, INC.	9.18	POSTS FOR MARKING LS#8 FORCE MAIN
24183	05/01/19	DOUG BLANCHARD	124.29	TORO MOWER PARTS
24184	05/01/19	SIOUX VALLEY ENVIRONMENTAL	2,133.00	ACRYLIC POLYMER - 3 BARRELS
24185	05/17/19	ALLIANT ENERGY	17,253.93	ELECTRIC/GAS
24186	05/17/19	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
24187	05/17/19	MARCO, INC.	95.33	MAR/APR COPIER MAINTENANCE FEES
24188	05/17/19	ABSOLUTE WASTE	109.40	WASTE DISPOSAL SERVICE
24189	05/17/19	PEKIN LIFE INSURANCE	586.68	LIFE INSURANCE PREMIUMS
24190	05/17/19	HANCOCK COUNTY CO-OP	321.02	GAS
			<u>126,263.41</u>	

**Clear Lake Sanitary District
Unpaid Invoices as of May 21, 2019**

Check #	Date	Vendor Name	Amount	Description
PENDING	5/21/19	ACCELA	474.05	CREDIT CARD/WEB PYMT SYSTEM FEES
PENDING	5/21/19	AQUA-AEROBIC SYSTEMS	27,209.00	SCADA PCS/SCADA UPGRADE
PENDING	5/21/19	AUMA	346.34	BLDG 30 CONTACTOR REVERS
PENDING	5/21/19	B&F FASTENER SUPPLY	7.78	GRIT CLASSIFIER NUTS/BOLTS
PENDING	5/21/19	CONSOLIDATED ENERGY	228.96	GEARBOX GREASE - BLDG 10
PENDING	5/21/19	CRESCENT ELECTRIC	136.40	PARTS/SUPPLIES
PENDING	5/21/19	FIVE STAR CO-OP	276.81	WEED SPRAY
PENDING	5/21/19	FOX ENGINEERING	1,447.05	UV DISINFECTION PROJECT ENGINEERING
PENDING	5/21/19	GOODNATURE WORK STOP	129.31	EMPLOYEE UNIFORMS
PENDING	5/21/19	HEARTLAND PAPER CO.	172.56	PLANT SUPPLIES
PENDING	5/21/19	INDUSTRIAL PIPING SERVICE, INC.	778.90	WELDING FOR GRIT CONVEYOR
PENDING	5/21/19	INTERSTATE ALL BATTERY CENTER	234.00	BATTERY BACKUPS
PENDING	5/21/19	LAKESIDE EQUIPMENT CORP.	7,104.00	BLDG 10 SCREEN
PENDING	5/21/19	LANDFILL OF NORTH IOWA	193.13	WASTE/GRIT DISPOSAL
PENDING	5/21/19	MID-AMERICA PUBLISHING CORP	388.75	MINUTE PUBLICATIONS/SUBSCRIPT. RENEWAL
PENDING	5/21/19	NAPA	329.23	PARTS/SUPPLIES
PENDING	5/21/19	TQ TECHNOLOGIES	665.00	SYMANTEC RENEWAL - 3 YR
PENDING	5/21/19	KENNEDY ESTATE, NANCY	33.49	REFUND
PENDING	5/21/19	MARSHALL, BRUCE	17.22	REFUND
			<u>40,171.98</u>	