

MINUTES OF BOARD OF TRUSTEES: June 18, 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.

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

Absent:

Also present: Kevin Moler, Administrator
Mike Ritter, City of Clear Lake Building Official
Tim Stenberg, Joshua Homes

Item #1. Opportunity for public to speak. Stenberg informed the Board that he is contemplating the purchase of a track of land for development and is wanting to know if the Sanitary District would install a sanitary sewer conveyance system that would serve this property. Moler stated that he was previously contacted by Stenberg and made aware of this development. Based upon this information Moler prepared an overview of two options that would provide sewer to this property including an estimate of project costs. The range of cost was \$660,000 to \$1,100,000. The Board assured Stenberg they support development but in this instance the cost to serve the property with sanitary sewer is too high.

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

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

Item #4. Approve May 21st, 2019 board meeting minutes. Motion by Meyer, second by Unsworth to approve the May 21st, 2019 board meeting minutes. Motion carried, all Trustees present voting aye.

Item #5. Voluntary Annexation Petition – Parcel No. 06-08-176-004-00. Motion by Unsworth, second by Bale to approve Resolution 19-07 approving annexation. Hugi called the role. All trustees present voting aye. Hugi declared Resolution 19-07 passed.

Item #6. UV Disinfection Project. Pay Request No. 15, \$2,538.25. Motion by Meyer, second by Bale to approve Pay Request #15 in the amount of \$2,538.25. Motion carried all Trustees present voting aye. Resolution 19-08 Accepting Work. Motion by Bale, second by Meyer to approve Resolution 19-08. Hugi called the roll. All Trustees present voting aye. Hugi declared Resolution 19-08 passed.

Item #7. WHKS's 2019 Sewer Lining Project Engineering Services Agreement, \$5,878. Motion by Meyer, second by Bale to approve the WHKS 2019 Sewer Lining Project Engineering Services Agreement in the amount of \$5,878. Motion carried, all Trustees present voting aye.

Item #8. Pretreatment Channel Repair and Bypass Project. WHKS Engineering Services Agreement, \$4,200. Motion by Bale, second by Meyer to approve the WHKS Engineering Services Agreement in the amount of \$4,200. Motion carried all Trustees present voting aye.

Item #9. Amendment to Ordinance No. 7 – Sewer Rate Increase. Second Reading - Motion by Meyer, second by Wolfram to approve the second 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 role with all Trustees present voting aye. Waiving of third and final reading – Motion by Meyer, second by Unsworth to waive the third and final reading of Amendment to Ordinance No. 7. President Hugi called the role with all Trustees present voting aye. President Hugi announced that the Amendment to Ordinance No. 7 will become effective upon its publication in the Mirror Reporter June 26, 2019.

Item #10. Investment – Certificate of Deposit. Motion by Meyer, second by Unsworth to receive the \$654,000 June 22, 2019 term CD on June 24, 2019 and deposit into the money market account. Motion by Bale, second by Unsworth to invest on June 26, 2019 \$154,000 in a 12 months CD, \$100,000 in each of a 24, 48, and 60 months CD, and \$200,000 in a 36 months CD with a total investment amount of \$654,000. Motion carried all trustees present voting aye.

Item #11. Unfinished business. Moler updated the Board that as directed at the March 2019 board meeting dye testing was performed on the garage floor drain for account #006682-000 which experienced a frozen and broken water pipe last winter. The water was reported to have entered the floor drain. The dye test confirmed that the floor drain is connected to the sanitary sewer.

Item #12. Administrator’s Report. Moler briefed the Board on a situation that involves soil contamination from a former leaking underground storage tank located at the site of account #0601157-000. Moler stated that the sump pump in the building of account #1303916-000 which is located adjacent to the contaminated site property draws contaminated ground water and has been discharging into the sanitary sewer. Moler has been contacted by Seneca which is the company hired to oversee the cleanup efforts and has also communicated with DNR officials who are in charge of regulating the cleanup. The concentrations of the various constituents are below the regulatory limits for discharging into a sanitary sewer conveyance system and the sewer treatment facility. Moler directed Seneca to install a flow meter to measure the sump pump volume so that we can bill sanitary sewer services. Moler will continue to brief the Board as more information becomes available and will ensure that the sump pump discharge will be disconnected from discharging into the sanitary sewer upon completion of the cleanup efforts.

Item #13. Trustees Report. No report given.

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 7:04 p.m.

ATTEST:

Bobby Wolfram, Jr., Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of June 18, 2019

Check #	Date	Vendor Name	Amount	Description
EFT	05/22/19	NET PAYROLL	15,444.50	05/22/19 NET PAYROLL
EFT	05/22/19	FEDERAL W/H	5,924.56	05/22/19 FEDERAL WITHHOLDING
EFT	05/22/19	DHS W/H	230.77	05/22/19 DHS WITHHOLDING
EFT	05/22/19	EMPLOYEE HSA CONTRIBUTIONS	25.00	05/22/19 EMPLOYEE HSA CONTRIBUTIONS
EFT	05/22/19	IPERS W/H	7,407.07	05/22/19 IPERS WITHHOLDING
EFT	05/22/19	IA DEPT. REV.	2,277.00	05/22/19 STATE W/H
EFT	06/04/19	NET PAYROLL	16,276.56	06/04/19 NET PAYROLL
EFT	06/04/19	FEDERAL W/H	6,158.51	06/04/19 FEDERAL WITHHOLDING
EFT	06/04/19	DHS W/H	230.77	06/04/19 DHS WITHHOLDING

EFT	06/04/19	EMPLOYEE HSA CONTRIBUTIONS	25.00	06/04/19 EMPLOYEE HSA CONTRIBUTIONS
EFT	06/10/19	POSTMASTER	1,351.88	JUNE BILL MAILING
24213	05/24/19	TUSHA, TED	1,271.01	DEDUCTIBLE REIMBURSEMENT
24214	05/24/19	WELLMARK BCBS	12,655.78	HEALTH INSURANCE PREMIUMS
24215	05/24/19	AUMA ACTUATORS	2,176.25	ACUATOR PARTS/BLDG 30 UV BOARD ASSY
24216	05/24/19	J&J MACHINE	42.50	MACHINE HUB-GRIT CLASSIFIER
24217	05/24/19	FLOYD & LEONARD	55.34	WEEDEATER PARTS/LINE
24218	05/24/19	BRASSE IMPLEMENT, INC.	284.10	JD MOWER PARTS
24219	05/24/19	PRINCIPAL FINANCIAL	1,001.64	DENTAL INSURANCE PREMIUMS
24220	05/24/19	ELLIOTT EQUIPMENT CO.	1,248.40	CAMERA TRUCK & JET TRUCK PARTS
24221	05/24/19	UV DOCTOR LAMPS, LLC	834.52	BLDG 30 UV BULBS
24222	05/24/19	CARDMEMBER SERVICES	17.20	SUPPLYHOUSE.COM - BLOWER RM FURNACE PARTS
24222	05/24/19	CARDMEMBER SERVICES	73.99	THERMOWORKS - LAB THERMOMETER CALIBRATIONS
24222	05/24/19	CARDMEMBER SERVICES	100.00	IAWEA - LICENSE RENEWALS
24222	05/24/19	CARDMEMBER SERVICES	322.43	CLTEL - PHONE/INTERNET SERVICE
24222	05/24/19	CARDMEMBER SERVICES	127.98	GODADDY.COM - 2 YEAR STD SSL CERTIFICATE
24222	05/24/19	CARDMEMBER SERVICES	150.93	VERIZON - PLANT CELL/CPU SERVICE
24222	05/24/19	CARDMEMBER SERVICES	99.00	DROPBOX - ANNUAL FEE
24222	05/24/19	CARDMEMBER SERVICES	21.96	KRAMER - LS #5 & 8 FORCE MAIN MARKERS
24222	05/24/19	CARDMEMBER SERVICES	87.73	KRAMER - SHOP SUPPLIES
24222	05/24/19	CARDMEMBER SERVICES	223.99	USA BLUEBOOK - PLANT SUPPLIES
24222	05/24/19	CARDMEMBER SERVICES	65.87	AMAZON - SHOP PARTS
24222	05/24/19	CARDMEMBER SERVICES	150.52	MENARDS - SBR #4 PARTS
24222	05/24/19	CARDMEMBER SERVICES	24.98	KRAMER - FLAG POLE PARTS/SBR PARTS
24222	05/24/19	CARDMEMBER SERVICES	113.57	KRAMER - SBR SUMP PUMP/UV BLDG SUPPLIES
24222	05/24/19	CARDMEMBER SERVICES	54.12	AMAZON - PC PARTS
24222	05/24/19	CARDMEMBER SERVICES	28.30	AMAZON - TEST BALL GAUGES
24222	05/24/19	CARDMEMBER SERVICES	116.40	USA BLUEBOOK - MARKING FLAGS
24222	05/24/19	CARDMEMBER SERVICES	145.98	KRAMER - WEED SPRAYER
24222	05/24/19	CARDMEMBER SERVICES	210.07	EBAY - SERVER BACKUP DRIVES
24222	05/24/19	CARDMEMBER SERVICES	360.00	IA DNR - CERTIFICATE RENEWALS
24222	05/24/19	CARDMEMBER SERVICES	260.00	IAWEA - ANNUAL CONFERENCE REGISTRATION
24222	05/24/19	CARDMEMBER SERVICES	65.90	AMAZON - JET TRUCK PARTS
24223	05/24/19	MOORE, TAYLOR	1,913.78	DEDUCTIBLE REIMBURSEMENT
24224	05/24/19	STANDARD BEARINGS	122.52	EQ GATE PARTS
24225	05/24/19	CONSOLIDATED ENERGY	1,170.30	DIESEL - PLANT BARREL
24226	05/24/19	HANSON, MITCHELL	110.00	DNR CERTIFICATION RENEWAL/TEST FEES REIMB.
24227	06/06/19	TUSHA, TED	30.67	DEDUCTIBLE REIMBURSEMENT
24228	06/06/19	IOWA ONE CALL	224.20	ONE CALL CHARGES
24229	06/06/19	ALLIANT ENERGY	935.33	ELECTRIC/GAS
24230	06/06/19	POSTMASTER	92.00	ANNUAL PO BOX FEE
24231	06/06/19	TESTAMERICA LABS	2,710.50	LAB TESTING
24232	06/06/19	TUSHA, TED	46.63	ON-CALL MILEAGE REIMBURSEMENT
24233	06/06/19	J&J MACHINE	488.75	SBR INFLUENT VALVE ACTUATORS BORED
24234	06/06/19	AVESIS	223.23	VISION INSURANCE PREMIUMS
24235	06/06/19	MOORE, ANGIE	300.00	MAY CLEANING SERVICES
24236	06/06/19	HANCOCK COUNTY CO-OP	482.13	GAS
24237	06/07/19	CRESCENT ELECTRIC	6.74	BLDG 30 FUSES
24238	06/07/19	BACON, STEVE	285.83	CONFERENCE LODGING & MEAL REIMBURSEMENT
24239	06/07/19	MOLER, KEVIN	286.80	CONFERENCE LODGING & MEAL REIMBURSEMENT
24240	06/07/19	FIVE STAR CO-OP	19.98	INSECT SPRAY
24241	06/07/19	HANSON, MITCHELL	273.28	CONFERENCE LODGING REIMBURSEMENT
			<u>87,464.75</u>	

Clear Lake Sanitary District
Unpaid Invoices as of June 18, 2019

Check #	Date	Vendor Name	Amount	Description
PENDING	6/18/19	ABSOLUTE WASTE REMOVAL	109.40	WASTE DISPOSAL SERVICE
PENDING	6/18/19	ACCELA	14,117.75	CREDIT CARD/WEB FEES/ANNUAL MAINT FEES
PENDING	6/18/19	ALLIANT ENERGY	17,090.50	GAS/ELECTRIC BILLS
PENDING	6/18/19	AUMA	1,777.76	BLDG 30 UV GATE/MOTOR PARTS
PENDING	6/18/19	DOUG'S SMALL ENGINE	75.33	TORO MOWER PARTS/CHAINSAW CHAIN
PENDING	6/18/19	HUPP ELECTRIC MOTORS	233.09	HOIST REPAIR PARTS
PENDING	6/18/19	IMWCA	6,097.00	WORK COMP PREMIUM 7/19 - 6/20
PENDING	6/18/19	LANDFILL OF NORTH IOWA	288.75	WASTE/GRIT DISPOSAL
PENDING	6/18/19	LARSEN PLUMBING & HEATING, INC.	323.61	5/8 EQ BACKFLOW PARTS
PENDING	6/18/19	MARCO, INC.	88.83	COPIER MAINTENANCE FEE
PENDING	6/18/19	MID-AMERICA PUBLISHING CORP	283.69	MINUTE PUBLICATIONS
PENDING	6/18/19	NAPA	66.84	PARTS/SUPPLIES
PENDING	6/18/19	SIOUX VALLEY ENVIRONMENTAL	2,133.00	ACRYLIC POLYMER - 3 BARRELS
PENDING	6/18/19	VAN METER, INC.	3,002.50	FACTORY TALK VIEW STUDIO SE LICENSE
PENDING	6/18/19	WELLMARK BLUE CROSS	12,655.78	HEALTH INS PREMIUMS
			58,343.83	