

MINUTES OF BOARD OF TRUSTEES: April 20, 2021
CLEAR LAKE SANITARY DISTRICT, CERRO GORDO COUNTY, IOWA

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

Trustees present: Mark Bale (President)
Tony Nelson (Vice President)
Lothar Meyer (Treasurer) via phone
Larry Adams (Clerk)

Absent: Robert Wolfram, Jr.

Also present: Mitch Hanson, Administrator
Taylor Moore, Finance Director

Item #1. Opportunity for public to speak. No public present.

Item #2. Approve March 2021 Financial Statement. Motion by Nelson, second by Adams to approve the March 2021 Financial Statement. Motion carried all Trustees present voting 'aye'.

Meyer called in at 5:37 p.m.

Item #3. Approve March 2021 Invoices. Motion by Nelson, second by Adams to approve the March 2021 Invoices. Motion carried, all Trustees present voting 'aye'.

Item #4. Approve March 16th, 2021 Board Meeting Minutes. Motion by Meyer, second by Adams to approve the March 16th, 2021 Board Meeting Minutes. Motion carried, all Trustees present voting 'aye'.

Item #5. CD Investment. Motion by Nelson, second by Adams to approve a \$300,000 six-month CD at 0.30% with Farmer's State Bank. Motion carried, all Trustees present voting 'aye'.

Item #6. Customer Credit Form. Board directed Moore to add the form to the website as presented.

Item #7. Sludge Loadout Hose Quote. Hose quote was from Kaman in the amount of \$6,306.63. Motion by Adams, second by Nelson to approve the Sludge Loadout Hose quote from Kaman in the amount of \$6,306.63. Motion carried, all Trustees present voting 'aye'.

Item #8. Sludge Loadout Pump Parts Quote. Hanson presented a quote for the Boerger pump parts from Engineered Equipment Solutions in the amount of \$5,047.98. Motion by Adams, second by Nelson to approve the Sludge Loadout Pump Parts Quote from Engineered Equipment Solutions in the amount of \$5,047.98. Motion carried, all Trustees present voting 'aye'.

Item #9. Unfinished Business.

- a. Contract for Easement with Peters family. Hanson stated that the documents are completed and signed by the Peters family, they just need to be signed by the Board.
- b. Office remodel. Hanson noted that the office remodel is near completion and desks should be in this week.

Item #10. Administrator's Report.

- a. Alliant Energy Update. Hanson updated the Board on his conversation with Alliant Energy.
- b. Powdercraft. Hanson explained the issues with Powdercraft's testing, which is reported on the District's MOR report to the DNR. Powdercraft reached out about reducing their penalties. The Board directed Hanson to discuss some options with Powdercraft's owner.
- c. Online Payment Services. Moore discussed the issues with the current online system's reoccurring payment option. This item was tabled.
- d. Camera Truck Software. Hanson noted the issues the Operation's staff has had with the current camera truck software. Hanson discussed changing software providers and is trying to set up a meeting with WinCan to see what they offer.

Item #11. Trustee's Report.

- a. Infrastructure Funding Possibility. Bale noted that he has reached out to the State in regards to what steps need to be taken to possibly secure some of the funding from the American Rescue Plan Act to be used towards some of the District's Infrastructure Projects. Bale will update the Board when more information is acquired.

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

ATTEST:

Larry Adams, Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of April 20, 2021

Check #	Date	Vendor Name	Amount	Description
EFT	03/24/21	NET PAYROLL	17,372.17	03/24/21 NET PAYROLL
EFT	03/24/21	FEDERAL W/H	6,115.67	03/24/21 FEDERAL WITHHOLDING
EFT	03/24/21	DHS W/H	230.77	03/24/21 DHS WITHHOLDING
EFT	03/24/21	EMPLOYEE HSA CONTRIBUTIONS	70.00	03/24/21 EMPLOYEE HSA CONTRIBUTIONS
EFT	03/24/21	IPERS W/H	8,136.35	03/24/21 IPERS WITHHOLDING
EFT	03/24/21	IA DEPT. REV.	2,247.00	03/24/21 STATE W/H
EFT	04/01/21	POSTMASTER	1,388.92	APR BILL MAILING
EFT	04/07/21	BOARD PAYROLL	1,015.85	04/07/21 BOARD PAYROLL
EFT	04/07/21	NET PAYROLL	17,896.69	04/07/21 NET PAYROLL
EFT	04/07/21	FEDERAL W/H	6,492.69	04/07/21 FEDERAL WITHHOLDING
EFT	04/07/21	DHS W/H	230.77	04/07/21 DHS WITHHOLDING
EFT	04/07/21	EMPLOYEE HSA CONTRIBUTIONS	70.00	04/07/21 EMPLOYEE HSA CONTRIBUTIONS
EFT	04/07/21	IA WORKFORCE DEVELOPMENT	156.47	1ST QTR 2021 UNEMPLOYMENT
EFT	04/07/21	IA DEPT. REV.	1,995.00	1ST QTR 2021 SALES TAX
25375	03/17/21	CONSOLIDATED ENERGY	994.40	OIL
25376	03/24/21	FEDERAL EXPRESS	3.22	SHIPPING CHARGES
25377	03/24/21	PEKIN LIFE	520.21	LIFE INSURANCE PREMIUMS
25378	03/26/21	IOWA ONE CALL	28.00	LOCATE CHARGES
25379	03/26/21	ALLIANT ENERGY	3,251.01	ELECTRIC/GAS
25380	03/26/21	MC2, INC.	2,514.20	UV SEAL KITS/PARTS
25381	03/26/21	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
25382	03/26/21	PLUMB SUPPLY CO.	22.15	UV BLDG PARTS
25383	03/26/21	IOWA LEAGUE OF CITIES	25.00	ANNUAL SUBSCRIPTION
25384	03/26/21	TUSHA, TED	5,200.00	2021 DEDUCTIBLE REIMBURSEMENT
25385	03/26/21	WELLMARK BCBS	12,581.31	HEALTH INSURANCE PREMIUMS
25386	03/26/21	FEDERAL EXPRESS	33.71	SHIPPING CHARGES
25387	03/26/21	J&J MACHINE	210.18	SBR PARTS
25388	03/26/21	GFG INSTRUMENTATION	158.84	GAS DETECTOR CHARGER

25389	03/26/21	GUSTAVE A LARSON	520.68	BLDG 10 BLOWER PARTS
25390	03/26/21	POTTER & BRANT, PLC	10,750.00	FY 2020 AUDIT
25391	03/26/21	MELLEN & ASSOCIATES, INC.	388.80	BLDG 30 UV PARTS
25392	03/26/21	PRINICPAL FINANCIAL	1,214.65	DENTAL INS PREMIUMS
25393	03/26/21	ELLIOT EQUIPMENT CO.	292.34	JET TRUCK HOSE
25394	03/26/21	HUPP ELECTRIC MOTORS	1,250.00	ANNUAL HOIST INSPECTION
25395	03/26/21	CARDMEMBER SERVICES	160.00	WEF - MEMBERSHIP
25395	03/26/21	CARDMEMBER SERVICES	24.99	AMAZON - OFFICE SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	485.32	ERA - LAB TESTING
25395	03/26/21	CARDMEMBER SERVICES	62.31	MENARDS - PLANT SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	348.00	GOODWIN TUCKER - COOLER COMPRESSOR
25395	03/26/21	CARDMEMBER SERVICES	168.25	AMAZON - OFFICE SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	45.97	KRAMER - UV BLDG SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	453.43	CLTEL - PHONE/INTERNET SERVICE
25395	03/26/21	CARDMEMBER SERVICES	497.15	HACH - LAB SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	91.96	KRAMER - PLANT SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	23.99	KRAMER - BALL VALVE
25395	03/26/21	CARDMEMBER SERVICES	96.97	CURRENT LABELS - LAB SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	1,167.90	NC LABS - LAB SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	55.30	VENTURA MART - GAS
25395	03/26/21	CARDMEMBER SERVICES	1,197.00	SECRET LAB - OFFICE CHAIRS
25395	03/26/21	CARDMEMBER SERVICES	1,040.77	AMAZON - OFFICE SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	195.37	MENARDS - OFFICE REMODEL SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	205.94	TRACTOR SUPPLY - FENCE GATE
25395	03/26/21	CARDMEMBER SERVICES	1,136.88	GOODWIN TUCKER - COOLER COMPRESSOR REPAIR
25395	03/26/21	CARDMEMBER SERVICES	101.36	MENARDS - SHOP SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	36.00	KRAMER - OFFICE REMODEL SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	22.97	KRAMER - OFFICE REMODEL SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	63.00	REDRUNNRITE - 1066 TRACTOR SEAL
25395	03/26/21	CARDMEMBER SERVICES	63.98	AMAZON - OFFICE SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	81.32	KRAMER - UV BLDG SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	93.93	MS AZURE - BACKUP SERVICES
25395	03/26/21	CARDMEMBER SERVICES	829.22	SUPERIOR INDUSTRIAL - UV BLDG SUMP PUMPS
25395	03/26/21	CARDMEMBER SERVICES	15.99	KRAMER - UV BLDG SUPPLIES
25395	03/26/21	CARDMEMBER SERVICES	705.10	ULINE - SHOP SUPPLIES
25396	03/26/21	CULVER-HAHN ELECTRIC	422.01	FUEL BARREL PARTS
25397	03/26/21	SPRINGBROOK	754.30	WEB PYMT/CC FEES
25398	03/26/21	SIOUX VALLEY ENVIRONMENTAL	2,430.00	ACRYLIC POLYMER
25399	03/26/21	MACQUEEN EQUIPMENT	10,770.00	PUSH CAMERA
25400	03/26/21	MIDWEST INSULATION & DRYWALL	3,011.84	OFFICE REMODEL - SPRAY FOAM
25401	03/29/21	AVESIS	200.13	VISION INSURANCE PREMIUMS
25402	03/29/21	MOORE, TAYLOR	2,161.91	2021 DEDUCTIBLE REIMBURSEMENT
25403	04/02/21	FEDERAL EXPRESS	3.23	SHIPPING CHARGES
25404	04/02/21	MOORE, ANGIE	300.00	MAR CLEANING SERVICES
25405	04/02/21	FERTILE LUMBER & HARDWARE	2,800.00	OFFICE REMODEL LABOR
25406	04/08/21	ALLIANT ENERGY	2,527.76	ELECTRIC/GAS
25407	04/08/21	MARCO, INC.	4,299.89	KONICA COPIER
25408	04/08/21	TESTAMERICA LABS	3,371.00	LAB TESTING
25409	04/08/21	SPILMAN, DENNIS	2,539.48	2021 DEDUCTIBLE REIMBURSEMENT
25410	04/08/21	FEDERAL EXPRESS	6.48	SHIPPING CHARGES
25411	04/08/21	ABSOLUTE WASTE	362.83	WASTE DISPOSAL SERVICE
25412	04/08/21	CONSOLIDATED ENERGY	106.20	OIL
25413	04/08/21	SHERWIN-WILLIAMS	174.94	PAINT - OFFICE REMODEL
25414	04/08/21	ENGINEERED OPERATIONS	122.74	SLUDGE PUMP GASKET
25415	04/08/21	PRIMERICA LIFE	241.42	LIFE INSURANCE PREMIUMS
			<u>149,547.30</u>	

Clear Lake Sanitary District
Unpaid Invoices as of April 20, 2021

Check #	Date	Vendor Name	Amount	Description
PENDING	4/20/21	ADVANCE NETWORKING SERVICES	1,245.44	NETWORK SUPPORT
PENDING	4/20/21	ALLIANT ENERGY	15,725.51	GAS/ELECTRIC BILLS
PENDING	4/20/21	CULVER-HAHN ELECTRIC	169.11	DIGESTER PARTS
PENDING	4/20/21	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
PENDING	4/20/21	FAREWAY	22.47	COFFEE/TEA
PENDING	4/20/21	FEDEX	24.73	SHIPPING CHARGES
PENDING	4/20/21	FERTILE LUMBER & HARDWARE, INC.	5,444.03	OFFICE REMODEL LABOR/COUNTERTOP
PENDING	4/20/21	FLOOR TO CEILING	6,490.71	CARPET/BLINDS/INSTALL
PENDING	4/20/21	HACK'S PEST CONTROL	45.00	PEST CONTROL SERVICES
PENDING	4/20/21	HUBER SUPPLY CO.	260.00	SHOP SUPPLIES
PENDING	4/20/21	LANDFILL OF NORTH IOWA	256.20	WASTE/GRIT DISPOSAL
PENDING	4/20/21	LARSEN PLUMBING & HEATING, INC.	238.98	A/C RELAY
PENDING	4/20/21	MARCO, INC.	101.24	COPIER MAINTENANCE FEE
PENDING	4/20/21	MASON CITY RED POWER	556.00	AG CHEM PARTS
PENDING	4/20/21	MIDWEST PIPE SUPPLY	460.00	GASKETS/PLANT SUPPLIES
PENDING	4/20/21	NAPA	209.02	PARTS/SUPPLIES
PENDING	4/20/21	PEKIN	520.21	LIFE INSURANCE PREMIUMS
PENDING	4/20/21	R COMM WIRELESS	382.50	TOWER/CAMERA MAINTENANCE
PENDING	4/20/21	SPRINGBROOK	717.25	CREDIT CARD/WEB FEES
PENDING	4/20/21	WHKS	490.06	CLSD EVALUATION PROJECT
PENDING	4/20/21	WHKS	883.52	SBR INNER WALL PROJ. ENGINEERING
PENDING	4/20/21	WOODFORD LUMBER & HOME CO.	654.10	BUILDING SUPPLIES/OFFICE REMODEL
PENDING	4/20/21	XYLEM WATER SOLUTIONS	3,777.42	DIGESTER DIFFUSER MEMBRANES
PENDING	4/20/21	ASCHE, MARK & BRITTANY	4.24	REFUND
PENDING	4/20/21	FALTAS, FARID	5.48	REFUND
PENDING	4/20/21	MILLER, LINSEY	65.82	REFUND
PENDING	4/20/21	PONTZIUS, TOM	130.85	REFUND
PENDING	4/20/21	STRUTHERS, DEREK	36.49	REFUND
			39,010.10	