

MINUTES OF BOARD OF TRUSTEES: March 15, 2022
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 (Treasurer)
Larry Adams (Clerk)
Robert Wolfram, Jr.

Absent:

Also present: Mitch Hanson, Administrator (Via Zoom)
Taylor Moore, Finance Director

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

Item #2. Approve February 2022 Financial Statement. Motion by Nelson, second by Adams to approve the February 2022 Financial Statement. Motion carried all Trustees present voting 'aye'.

Item #3. Approve February 2022 Invoices. Motion by Nelson, second by Wolfram to approve the February 2022 Invoices. Motion carried, all Trustees present voting 'aye'.

Item #4. Approve February 15th, 2022 Board Meeting Minutes. Motion by Adams, second by Wolfram to approve the February 15th, 2022 Board Meeting Minutes. Motion carried, all Trustees present voting 'aye'.

Item #5. Skid Loader Quotes. Hanson presented two quotes, one was from Mason City Red Power for a Case IH TV370B T4 in the amount of \$64,960, while offering \$21,000 for trade in on the District's current skid loader, a 2001 Case 85XT. The other quote was from Bobcat of Mason City for a T76 T4 Bobcat Compact Track Loader in the amount of \$71,437.52 and offered a trade in value of \$14,000 on the District's skid loader. Nelson recommended getting a quote from Ziegler CAT as well. Motion by Nelson, second by Adams to approve the quote and trade in on the Case IH from Mason City Red Power in the amount of \$43,960 pending a quote from Ziegler CAT. Motion carried, all Trustees present voting 'aye'.

Item #6. Unfinished Business. No unfinished business to be discussed.

Item #7. Administrator's Report. Hanson stated the Pretreatment Project is moving along and due to waiting on a grit pump that won't be here until June, they've had to install the old grit pump for the time being. Hanson noted that the SCADA Upgrade Project is also progressing, and there is a meeting set for next Wednesday, March 23rd, with In-Control and Aqua-Aerobics in regards to SBR Programming.

Item #8. Trustee's Report.

- Trustee Term. Bale noted that Grabinski has drafted a Resolution for the County Board of Supervisors in order to extend a Sanitary District Board Member's term for two years so that four out of the five seats on the Sanitary District Board no longer come due at the

same time. Motion by Wolfram, second by Nelson to put Bale's seat on the Resolution to extend his term by two years. Motion carried, all Trustees present voting 'aye'.

There being no further business to discuss, motion by Nelson, second by Wolfram to adjourn. Motion carried, all trustees present voting 'aye'. Meeting adjourned at 7:20 p.m.

ATTEST:

Larry Adams, Clerk

**Clear Lake Sanitary District
Standard Monthly Invoices already paid as of March 15, 2022**

| Check # | Date | Vendor Name | Amount | Description |
|---------|----------|----------------------|-----------|--|
| EFT | 02/23/22 | NET PAYROLL | 20,337.60 | 02/23/22 NET PAYROLL |
| EFT | 02/23/22 | FEDERAL W/H | 7,384.33 | 02/23/22 FEDERAL WITHHOLDING |
| EFT | 02/23/22 | IPERS W/H | 8,514.44 | 02/23/22 IPERS WITHHOLDING |
| EFT | 02/23/22 | IA DEPT. REV. | 2,749.00 | 02/23/22 STATE W/H |
| EFT | 03/02/22 | POSTMASTER | 1,571.83 | MAR BILL MAILING |
| EFT | 03/09/22 | NET PAYROLL | 19,378.16 | 03/09/22 NET PAYROLL |
| EFT | 03/09/22 | FEDERAL W/H | 6,825.38 | 03/09/22 FEDERAL WITHHOLDING |
| 25936 | 02/16/22 | FULLERTON, RON | 5,092.01 | 2022 DEDUCTIBLE REIMBURSEMENT |
| 25937 | 02/21/22 | ALLIANT ENERGY | 2,683.18 | ELECTRIC/GAS |
| 25938 | 02/21/22 | KNORR ELECTRIC | 85.00 | BLDG 30 SUPPLY PUMP REPAIRS |
| 25939 | 02/21/22 | EMC NATIONAL LIFE | 93.72 | LIFE INSURANCE PREMIUMS |
| 25940 | 02/21/22 | WELLMARK BCBS | 13,076.79 | HEALTH/DENTAL INSURANCE PREMIUMS |
| 25941 | 02/21/22 | PEKIN LIFE INSURANCE | 520.21 | LIFE INSURANCE PREMIUMS |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 11.99 | AMAZON - LAB OVEN PARTS |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 52.11 | KRAMER - BRINE TANK PARTS |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 452.42 | CLTEL - PHONE/INTERNET SERVICE |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 63.00 | MENARDS - SHOP HEATER PARTS |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 120.00 | IAWEA - MEMBERSHIPS |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 16.04 | ZOOM - MONTHLY SUBSCRIPTION |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 101.87 | MS AZURE - BACKUP SERVICES |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 16.00 | AMAZON - LAB FAN |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 179.00 | AMAZON - PRIME MEMBERSHIP |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 209.95 | ELECTRICSOLENOID.COM - SS SOLENOID VALVE |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 1,353.13 | ERA - LAB TESTING |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 270.05 | AMAZON - PIPE BENDER |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 4.99 | KRAMER - OFFICE SUPPLIES |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 39.54 | KRAMER - BRINE TANK PARTS |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 10.97 | KRAMER - BRINE TANK PARTS |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 1,699.00 | HOME DEPOT - SHOP TOOLS |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 48.98 | STAPLES - OFFICE SUPPLIES |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 305.39 | SHOWMECABLES.COM - BLDG 10 GAS MONITOR |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 71.46 | KRAMER - BRINE TANK PARTS/LS@2 PARTS |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 14.43 | NORTHERN TOOL - TRANSFER PUMP PARTS |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 376.26 | HACH - LAB SUPPLIES |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 1,011.85 | HACH - LAB SUPPLIES |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 266.80 | KRAMER - BRINE TANK PARTS/SHOP SUPPLIES |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 27.98 | KRAMER - SHOP SUPPLIES |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 158.29 | AMAZON - OFFICE SUPPLIES |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 101.99 | AMAZON - BRINE TANK PARTS |
| 25942 | 02/21/22 | CARDMEMBER SERVICES | 463.00 | ERA - LAB TESTING |

| | | | | |
|-------|----------|-------------------------------|-------------------|---|
| 25943 | 03/01/22 | AVESIS | 200.13 | VISION INSURANCE PREMIUMS |
| 25944 | 03/01/22 | INTERSTATE ALL BATTERY | 126.00 | BACKUP BATTERIES |
| 25945 | 03/01/22 | MOORE, ANGIE | 300.00 | MAR CLEANING SERVICES |
| 25946 | 03/01/22 | IA DIVISION OF LABOR SERVICES | 240.00 | ANNUAL BOILER INSPECTION |
| 25947 | 03/01/22 | HACK'S PEST CONTROL | 45.00 | PEST CONTROL SERVICE |
| 25948 | 03/01/22 | FERTILE LUMBER & HARDWARE | 6,727.00 | LAB/CONTROL OFFICE WALL MAINTENANCE |
| 25949 | 03/01/22 | NORTHWOOD SANITATION, LLC | 165.00 | WASTE/RECYCLING SERVICE |
| 25950 | 03/08/22 | OFFICE ELEMENTS | 10,367.74 | LAB/CONTROL OFFICE/BOARD RM FURNITURE 50% |
| 25951 | 03/10/22 | ALLIANT ENERGY | 17,915.39 | ELECTRIC/GAS |
| 25952 | 03/10/22 | MARCO, INC. | 59.10 | COPIER MAINTENANCE FEE |
| 25953 | 03/10/22 | FEDERAL EXPRESS | 55.38 | SHIPPING CHARGES |
| 25954 | 03/10/22 | SPRINGBROOK LLC | 577.60 | WEB PYMT/CC FEES |
| | | | <u>132,536.48</u> | |

**Clear Lake Sanitary District
Unpaid Invoices as of March 15, 2022**

| Check # | Date | Vendor Name | Amount | Description |
|---------|---------|---------------------------------|------------------|--|
| PENDING | 3/15/22 | BOLTON & MENK | 6,752.50 | INFRASTRUCTURE UPGRADE ENGINEERING |
| PENDING | 3/15/22 | EUOFINS TESTING | 3,019.00 | LAB TESTING |
| PENDING | 3/15/22 | FAREWAY | 15.86 | PLANT/OFFICE SUPPLIES |
| PENDING | 3/15/22 | FERTILE LUMBER & HARDWARE, INC. | 5,152.50 | CONTROL OFFICE REMODEL LABOR |
| PENDING | 3/15/22 | FREIGHTLINER TRUCK CENTER | 635.31 | DUMP TRUCK PARTS |
| PENDING | 3/15/22 | GLEN'S TIRE SERVICE INC. | 45.00 | SERVICE TRUCK TIRE REPAIR |
| PENDING | 3/15/22 | HUPP ELECTRIC MOTORS | 1,125.00 | ANNUAL HOIST INSPECTION |
| PENDING | 3/15/22 | IN CONTROL, INC. | 10,296.00 | SCADA IMPROVEMENT PROJECT |
| PENDING | 3/15/22 | IOWA LEAGUE OF CITIES | 25.00 | CITYSCAPE SUBSCRIPTION |
| PENDING | 3/15/22 | LANDFILL OF NORTH IOWA | 35.00 | WASTE/GRIT DISPOSAL |
| PENDING | 3/15/22 | MIDWEST INSULATION | 1,755.25 | LAB/CONTROL OFFICE WALL INSULATION |
| PENDING | 3/15/22 | NAPA | 282.47 | PARTS/SUPPLIES |
| PENDING | 3/15/22 | PLUMB SUPPLY CO. | 103.04 | SHOP SUPPLIES/AIR FILTERS |
| PENDING | 3/15/22 | POTTER & BRANT PLC | 11,400.00 | FY '21 AUDIT FEES |
| PENDING | 3/15/22 | QUALITY FLOW SYSTEMS, INC. | 801.70 | BLDG 30 FILTER SUPPLY PUMP SEAL KIT |
| PENDING | 3/15/22 | SECRETARY OF STATE | 30.00 | NOTARY RENEWAL - MOORE |
| PENDING | 3/15/22 | SPILMAN, DENNIS | 10.09 | MEAL REIMBURSEMENT |
| PENDING | 3/15/22 | WHKS | 4,251.11 | PRETREATMENT BLDG IMPROV. PROJ. ENGIN. |
| PENDING | 3/15/22 | WHKS | 435.28 | SBR INNER WALL PROJ. ENGINEERING |
| PENDING | 3/15/22 | WOODFORD LUMBER & HOME CO. | 1,257.05 | CONTROL OFFICE WALL REMODEL SUPPLIES |
| | | | <u>47,427.16</u> | |