

MINUTES OF BOARD OF TRUSTEES: June 18, 2024
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.
Tracy Peterson

Absent:

Also present: Mitch Hanson, Administrator (via Zoom)
Taylor Moore, Finance Director
Jay Lefevre, First Gabrielson Agency
John Graupman, Bolton & Menk (via Zoom)

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

Peterson entered at 5:31 p.m.

Item #2. Consent Agenda: Approve May 2024 Financial Statement.
Approve May 2024 Invoices.
Approve May 21st, 2024 Board Meeting Minutes.

Motion by Nelson, second by Adams to approve the Consent Agenda. Motion carried, all Trustees present voting 'aye'.

Wolfram entered at 5:36 p.m.

Item #3. Property Insurance Renewal. Lefevre discussed the reasoning behind the large increase in property insurance this year. The Board discussed removing certain assets from the property insurance and will discuss in further detail at a workshop. Motion by Peterson, second by Adams to approve the Property Insurance Renewal through ICAP. Motion carried, all Trustees present voting 'aye'.

Item #4. Infrastructure Upgrade Project – Pay Request #15 \$215,054.11. Motion by Nelson, second by Peterson to approve the Infrastructure Upgrade Project Pay Request #15 in the amount of \$215,054.11. Motion carried, all Trustees present voting 'aye'.

Item #5. Lift Station #2 Discussion. Hanson, Bale, Adams and Graupman updated the rest of the Board on the current status of the Lift Station #2 project. The Board discussed John T Jone's offer to correct the situation, including Change Items 1 and 2. The Board decided that Change Item #1 and Change Item #2 are both separate issues on their own and have nothing to do with Lift Station #2 and wanted those thrown out. The majority of the Board reiterated that the only real solution to the issue is to have the concrete ripped out and replaced correctly, and proceeded to discuss the value tied to that. The Board also expressed the desire for this Lift Station to be aesthetically pleasing due to its location on the lake between two lakeshore homes. Motion by Nelson, second by Peterson to reject John T Jones's offer and submit a counteroffer requesting an amount of \$45,000.00 with which the District would build a retaining wall and handle the finishing touches to the site, including grading, to make Lift Station #2 as

aesthetically pleasing as possible. Motion carried, Peterson, Nelson, and Wolfram voting ‘aye’; Adams voting ‘nay’; and Bale abstained from voting.

Item #6. Account Refund - #016356-000. Moore noted that due to a meter multiplier mistake, the account was overbilled by \$10,145.36 and needs to be refunded. Motion by Peterson, second by Adams to approve the refund of \$10,145.36 for Account #016356-000. Motion carried, all Trustees present voting ‘aye’.

Item #7. Certificate of Deposit. Moore stated that a GO CD in the amount of \$1,250,000 is coming due on the 22nd of June and will be deposited into the FSB GO savings to pay for the rest of the project. Moore also noted that another CD is coming due on the 25th in the amount of \$200,000. The Board directed Moore to gather quotes to reinvest this CD.

Item #8. Unfinished Business. No unfinished business to be discussed.

Item #9. Administrator’s Report. Hanson said that the pine trees at the 5/8 EQ Basin are making it difficult to mow and would like to have them removed. The Board recommended removing every other tree and trimming the remaining trees up from the base to help with mowing.

Item #10. Trustee’s Report. Bale discussed the date of August 6th for a future planning workshop, and will be discussed further after the Trustees have a chance to look at their calendars.

There being no further business to discuss, motion by Nelson, second by Adams to adjourn. Motion carried, all trustees present voting ‘aye’. Meeting adjourned at 7:15 p.m.

ATTEST:

Larry Adams, Clerk

**Clear Lake Sanitary District
Standard Monthly Invoices already paid as of June 18, 2024**

Check #	Date	Vendor Name	Amount	Description
EFT	05/29/24	NET PAYROLL	24,335.23	05/29/24 NET PAYROLL
EFT	05/29/24	FEDERAL W/H	8,623.31	05/29/24 FEDERAL WITHHOLDING
EFT	05/29/24	IPERS W/H	15,497.47	05/29/24 IPERS WITHHOLDING
EFT	05/29/24	IA DEPT. REV.	4,408.60	05/29/24 STATE W/H
EFT	05/30/24	UMB CORP TRUST BANK	824,750.00	GO BOND PRINCIPAL & INTEREST
EFT	06/07/24	POSTMASTER	1,860.64	JUNE BILL MAILING
EFT	06/12/24	NET PAYROLL	25,069.31	06/12/24 NET PAYROLL
EFT	06/12/24	FEDERAL W/H	9,041.16	06/12/24 FEDERAL WITHHOLDING
EFT	06/13/24	IA DEPT. REV.	918.94	MAY '24 SALES TAX
27200	05/28/24	IOWA ONE CALL	48.60	LOCATE CHARGES
27201	05/28/24	ALLIANT ENERGY	2,243.24	ELECTRIC/GAS
27202	05/28/24	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
27203	05/28/24	MUNICIPAL SUPPLY	91.35	METER TOUCHPADS
27204	05/28/24	SPILMAN, DENNIS	1,742.97	2024 DEDUCTIBLE REIMBURSEMENT
27205	05/28/24	WELLMARK BCBS	17,917.16	HEALTH/DENTAL INSURANCE PREMIUMS
27206	05/28/24	FIVE STAR CO-OP	329.37	WEED SPRAY
27207	05/28/24	AVESIS	206.15	VISION INSURANCE PREMIUMS
27208	05/28/24	PUEGGEL, GRANT	4,412.52	2024 DEDUCTIBLE REIMBURSEMENT

27209	05/28/24	INTERSTATE ALL BATTERY CENTER	135.00	LS #4 BATTERY
27210	05/28/24	CARDMEMBER SERVICES	47.55	ACE HARDWARE - SHOP SUPPLIES
27210	05/28/24	CARDMEMBER SERVICES	587.88	CLTEL - PHONE/INTERNET SERVICES
27210	05/28/24	CARDMEMBER SERVICES	5.58	ACE HARDWARE - SHOP SUPPLIES
27210	05/28/24	CARDMEMBER SERVICES	17.11	ZOOM - SUBSCRIPTION FEES
27210	05/28/24	CARDMEMBER SERVICES	128.27	DROPBOX - ANNUAL SUBSCRIPTION
27210	05/28/24	CARDMEMBER SERVICES	463.70	MENARDS - SHOP SUPPLIES
27210	05/28/24	CARDMEMBER SERVICES	109.44	ZIEGLER - GENERATOR PARTS
27210	05/28/24	CARDMEMBER SERVICES	24.31	MENARDS - SHOP SUPPLIES
27210	05/28/24	CARDMEMBER SERVICES	62.37	AMAZON - SHOP/LAB SUPPLIES
27210	05/28/24	CARDMEMBER SERVICES	1,161.24	NC LABS - LAB SUPPLIES
27210	05/28/24	CARDMEMBER SERVICES	52.32	MS AZURE - BACKUP SERVICES
27210	05/28/24	CARDMEMBER SERVICES	470.96	TRACTOR SUPPLY - SHOP SUPPLIES
27210	05/28/24	CARDMEMBER SERVICES	91.95	FLEET FARM - SHOP/OFFICE SUPPLIES
27210	05/28/24	CARDMEMBER SERVICES	461.27	NC LABS - LAB SUPPLIES
27211	05/28/24	ELECTRIC PUMP	44,432.83	BLDG #30 PUMP
27212	05/28/24	GRP & ASSOCIATES	56.50	LAB WASTE DISPOSAL
27213	05/28/24	ERA	1,477.13	LAB TESTING
27214	05/28/24	MOORE, ANGIE	350.00	MAY CLEANING SERVICES
27215	05/28/24	SIOUX VALLEY ENVIRONMENTAL	4,230.00	ACRYLIC POLYMER
27216	05/28/24	MERCYONE	81.00	EMPLOYEE SCREENING
27217	05/28/24	SEUFFERLEIN, STEVEN	1,484.73	2024 DEDUCTIBLE REIMBURSEMENT
27218	05/28/24	NASSCO	89.00	PLANT SUPPLIES
27219	05/28/24	XYLEM WATER SOLUTIONS	2,384.45	DIGESTER #1 AERATION SYSTEM - DOWNPYMT
27220	05/28/24	IOWA FINANCE AUTHORITY	42,496.56	SEWER REVENUE LOAN INTEREST
27221	05/28/24	BIG MIKE'S CUSTOM BATH	767.49	LAB RENOVATION
27222	06/06/24	LOAD PRO TRAILER SALES, LLC	15,895.00	POWER TILT BUMPER PULL DECKOVER TRAILER
27223	06/13/24	ALLIANT ENERGY	5,477.09	ELECTRIC/GAS
27224	06/13/24	MARCO, INC.	84.67	COPIER MAINTENANCE FEE
27225	06/13/24	EUROFINS	3,362.00	LAB TESTING
27226	06/13/24	CONSOLIDATED ENERGY	807.75	UNLEADED FUEL
27227	06/13/24	HANCOCK COUNTY CO-OP	79.11	GAS
27228	06/13/24	HANSON, MITCHELL	5,488.67	2024 DEDUCTIBLE REIMBURSEMENT
27229	06/13/24	NORTHWOOD SANITATION	175.00	WASTE DISPOSAL SERVICE
27230	06/13/24	C EMERY NELSON, INC.	134.63	DIGESTER GASKETS
			<u>1,074,762.30</u>	

**Clear Lake Sanitary District
Unpaid Invoices as of June 18, 2024**

Check #	Date	Vendor Name	Amount	Description
PENDING	6/18/24	BOLTON & MENK	34,834.25	INFRAST. UPGRADE PROJ. CONST. SERVICES
PENDING	6/18/24	CORE & MAIN	396.36	DIGESTER #2 PARTS
PENDING	6/18/24	DOUG'S SMALL ENGINE	302.74	MOWER WHEEL/PARTS
PENDING	6/18/24	FAREWAY	10.47	LAB SUPPLIES
PENDING	6/18/24	FIVE STAR CO-OP	107.50	WEED SPRAY
PENDING	6/18/24	FLOW CONTROL AUTOMATION	2,488.00	SBR #2 PARTS
PENDING	6/18/24	GLEN'S TIRE SERVICE INC.	15.00	MOWER TIRE REPAIR
PENDING	6/18/24	GOODNATURE WORK STOP	634.86	EMPLOYEE BOOTS/UNIFORMS
PENDING	6/18/24	HANSON, MITCHELL	322.94	MILEAGE REIMBURSEMENT
PENDING	6/18/24	LISA'S PEST CONTROL	45.00	PEST CONTROL SERVICES
PENDING	6/18/24	OVERHEAD DOOR CO.	2,756.00	SHOP DOOR OPENER REPLACEMENT
PENDING	6/18/24	POSTMASTER	144.00	ANNUAL PO BOX FEE
PENDING	6/18/24	SPRINGBROOK	646.95	CREDIT CARD/WEB FEES
PENDING	6/18/24	USA BLUEBOOK	2,145.29	BLDG 30 BISULFITE PUMP & PARTS
PENDING	6/18/24	XYLEM WATER SOLUTIONS	16,288.00	DIGESTER #1 AERATION SYSTEM
			<u>61,137.36</u>	