

MINUTES OF BOARD OF TRUSTEES: April 15, 2025
CLEAR LAKE SANITARY DISTRICT, CERRO GORDO COUNTY, IOWA

The regular board meeting was called to order by President Bale immediately following the public hearing 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
Taylor Moore, Finance Director
Chris Terry, Core Real Estate

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

Item #2. Consent Agenda:

- Approve March 2025 Financial Statement.
- Approve March 2025 Invoices.
- Approve March 18th and March 24th, 2025 Board Meeting Minutes.

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

Item #3. \$1,470,000 General Obligation Capital Loan Notes, Series 2025A.

- Resolution 25-08, A Resolution Appointing Paying Agent, Notre Registrar, and Transfer Agent, Approving the Paying Agent and Note Registrar and Transfer Agent Agreement and Authorizing the Execution of the Agreement. Motion by Adams, second by Peterson to approve Resolution 25-08. President Bale called the roll with the following results: Peterson, 'aye'; Adams, 'aye'; Wolfram, 'aye'; Nelson, 'aye'; and Bale, 'aye'. Motion carried.
- Resolution 25-09, A Resolution Amending Resolution approving and authorizing a form of Loan Agreement and authorizing and providing for the issuance, and levying a tax to pay the Notes; Approval of the Tax Exemption Certificate and Continuing Disclosure Certificate. Motion by Nelson, second by Wolfram to approve Resolution 25-09. President Bale called the roll with the following results: Peterson, 'aye'; Nelson, 'aye'; Wolfram, 'aye'; Adams, 'aye'; and Bale, 'aye'. Motion carried.

Item #4. Infrastructure Upgrade Project – Pay Request #25 \$286,520.24. Motion by Peterson, second by Adams to approve Pay Request #25 in the amount of \$286,520.24 to John T Jones Construction. Motion carried, all Trustees present voting 'aye'.

Item #5. Lift Station #2 Landscaping Project – Pay Request #2 \$81,546.81. Motion by Adams, second by Nelson to approve Pay Request #2 in the amount of \$81,546.81 to Countryside Builders. Motion carried, all Trustees present voting 'aye'.

Item #6. EFIS Repair Project – Pay Request #1 \$4,037.50. Motion by Peterson, second by Wolfram to approve Pay Request #1 in the amount of \$4,037.50 to Countryside Builders. Motion carried, all Trustees present voting ‘aye’.

Item #7. Alliant Tertiary Project Pay Request:

- In Control #2 - \$62,366.50.

Motion by Nelson, second by Adams to approve the Alliant Tertiary Project Pay Request as per the amount listed. Motion carried, all Trustees present voting ‘aye’.

Item #8. Popp Excavating – Maintenance Building Sewer Quote \$22,000.00. Bale noted that this was approved via email and needed to be approved formally. Motion by Wolfram, second by Adams to approve the quote from Popp Excavating in the amount of \$22,000.00. Motion carried, all Trustees present voting ‘aye’.

Item #9. Resolution 25-10, A Resolution Approving a Construction Base Rate Credit for Apartment Complexes. The Board discussed a 50% base rate credit from the connect date until a certificate of occupancy is received. Wolfram recommended 70%, meaning the complex would be billed for roughly 30 base rates as opposed to 98 while construction is ongoing. Motion by Wolfram, second by Adams to approve Resolution 25-10 and changing the credit from 50% to 70%. President Bale called the roll with the following results: Wolfram, ‘aye’; Adams, ‘aye’; Peterson, ‘aye; Nelson, ‘aye’; and Bale, ‘aye’. Motion carried.

Item #10. Alliant Energy Easement Proposal. Hanson presented the Board with a drawing of the route for the new power lines for the Tertiary Building, showing the lines hugging the District’s property line for much of the route. This will update and upgrade the existing line, as well as provide redundant power to the Tertiary Building, while staying out of the way should the need arises for future expansions. Motion by Peterson, second by Adams to approve the proposed route. Motion carried, all Trustees present voting ‘aye’.

Item #11. Account Adjustment - #007474-001. Moore explained that an outside hose spigot was left on and the customer was requesting a credit as the water did not go down the sewer. Based on recent averages the credit would amount to \$125.05. Motion by Nelson, second by Adams to approve the credit in the amount of \$125.05 for account #007474-001. Motion carried, all Trustees present voting ‘aye’.

Item #12. SBR Mixer Quote – Aqua Aerobics \$41,137.85. Hanson noted that this was in the budget as the District plans on replacing all four mixers over the next four years. Motion by Nelson, second by Wolfram to approve the quote from Aqua Aerobics in the amount of \$41,137.85. Motion carried, all Trustees present voting ‘aye’.

Item #13. Unfinished Business. No unfinished business to be discussed.

Item #14. Administrator’s Report. Hanson received a rough estimate on the repair of the old shop for the walls, doors, roof, openers and vents in the amount of \$195,000.

Item #11. Trustee’s Report. Bale mentioned the need for a public hearing next meeting for the amendment to Ordinance No. 7 for a rate increase.

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 6:48 p.m.

ATTEST:

Larry Adams, Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of April 15, 2025

Check #	Date	Vendor Name	Amount	Description
EFT	03/19/25	NET PAYROLL	26,640.83	03/19/25 NET PAYROLL
EFT	03/19/25	FEDERAL W/H	9,368.18	03/19/25 FEDERAL WITHHOLDING
EFT	03/19/25	IPERS W/H	11,778.08	03/19/25 IPERS WITHHOLDING
EFT	03/19/25	IA DEPT. REV.	2,094.22	03/19/25 STATE W/H
EFT	03/27/25	IA WORKFORCE DEVELOPMENT	225.89	1ST QTR '25 UNEMPLOYMENT
EFT	04/02/25	NET PAYROLL	30,088.59	04/02/25 NET PAYROLL
EFT	04/02/25	NET BOARD PAYROLL	1,754.65	04/02/25 NET BOARD PAYROLL
EFT	04/02/25	FEDERAL W/H	10,778.25	04/02/25 FEDERAL WITHHOLDING
EFT	04/03/25	POSTMASTER	1,974.70	APR BILL MAILING
EFT	04/10/25	IA DEPT. REV.	840.98	MAR '25 SALES TAX
27665	03/21/25	ALLIANT ENERGY	4,113.21	ELECTRIC/GAS
27666	03/21/25	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
27667	03/21/25	WELLMARK BCBS	20,590.79	HEALTH/DENTAL INSURANCE PREMIUMS
27668	03/21/25	PEKIN LIFE INSURANCE	571.54	LIFE INSURANCE PREMIUMS
27669	03/21/25	CARDMEMBER SERVICES	53.98	ACE HARDWARE - SHOP SUPPLIES
27669	03/21/25	CARDMEMBER SERVICES	12.99	ACE HARDWARE - OFFICE SUPPLIES
27669	03/21/25	CARDMEMBER SERVICES	3.79	ACE HARDWARE - SHOP SUPPLIES
27669	03/21/25	CARDMEMBER SERVICES	88.15	CURRENT LABELS - LAB LABELS
27669	03/21/25	CARDMEMBER SERVICES	634.29	CLTEL - PHONE/INTERNET SERVICE
27669	03/21/25	CARDMEMBER SERVICES	77.35	ACE HARDWARE - UV BLDG PARTS
27669	03/21/25	CARDMEMBER SERVICES	17.11	ZOOM - SUBSCRIPTION FEES
27669	03/21/25	CARDMEMBER SERVICES	68.97	ACE HARDWARE - UV BLDG PARTS
27669	03/21/25	CARDMEMBER SERVICES	68.24	AMAZON - PLANT SUPPLIES
27669	03/21/25	CARDMEMBER SERVICES	277.34	AMAZON - SHOP SUPPLIES
27669	03/21/25	CARDMEMBER SERVICES	137.42	MENARDS - BIOSOLIDS BLDG PARTS
27669	03/21/25	CARDMEMBER SERVICES	79.97	ACE HARDWARE - SHOP TOOLS
27669	03/21/25	CARDMEMBER SERVICES	69.42	AMAZON - CLEANING SUPPLIES
27669	03/21/25	CARDMEMBER SERVICES	13.10	MIRROR REPORTER - PUBLIC HEARING PUBLICATION
27669	03/21/25	CARDMEMBER SERVICES	43.95	USA BLUEBOOK - CAMERA TRUCK PARTS
27669	03/21/25	CARDMEMBER SERVICES	115.15	QUALITY INN & SUITES - CONFERENCE LODGING
27669	03/21/25	CARDMEMBER SERVICES	115.15	QUALITY INN & SUITES - CONFERENCE LODGING
27669	03/21/25	CARDMEMBER SERVICES	52.71	MICROSOFT - AZURE BACKUP SERVICES
27669	03/21/25	CARDMEMBER SERVICES	13.58	ACE HARDWARE - SHOP SUPPLIES
27669	03/21/25	CARDMEMBER SERVICES	1,452.90	ERA - LAB TESTING
27669	03/21/25	CARDMEMBER SERVICES	(633.22)	POINTS REDEMPTION CREDIT
27670	03/21/25	MOORE, TAYLOR	1,439.93	2025 DEDUCTIBLE REIMBURSEMENT
27671	03/25/25	AVESIS	147.25	VISION INSURANCE PREMIUMS
27672	03/25/25	COUNTRYSIDE BUILDERS	3,420.00	LS #2 LANDSCAPING PROJECT - PAY REQ #1
27682	04/04/25	ALLIANT ENERGY	872.72	ELECTRIC/GAS
27683	04/04/25	MARCO, INC.	106.64	COPIER MAINTENANCE FEE
27684	04/04/25	IOWA LEAGUE OF CITIES	25.00	CITYSCAPE SUBSCRIPTION
27685	04/04/25	EUROFINS	3,285.50	LAB TESTING
27686	04/04/25	MOORE, ANGIE	350.00	MAR CLEANING SERVICES
27687	04/04/25	R COMM WIRELESS	264.00	RADIO REPAIRS
27688	04/04/25	SPRINGBROOK, LLC	715.35	CREDIT CARD/WEB HOSTING FEES
27689	04/04/25	PRIMERICA LIFE INSURANCE	314.30	LIFE INSURANCE PREMIUMS

27690 04/04/25 NORTHWOOD SANITATION

175.00

MAR WASTE SERVICE

134,791.66

Clear Lake Sanitary District
Unpaid Invoices as of April 15, 2025

Check #	Date	Vendor Name	Amount	Description
PENDING	4/15/25	ADVANCE NETWORKING SERVICES	350.00	NETWORK UPDATES
PENDING	4/15/25	ALLIANT ENERGY	14,573.46	ELECTRIC/GAS
PENDING	4/15/25	ATURA	6,149.09	NEW SHOP BIDDING/SOIL TESTING
PENDING	4/15/25	COUNTRYSIDE BUILDERS	2,800.00	LS #2 LANDSC. PROJ - CONCRETE REMOVAL
PENDING	4/15/25	COUNTRYSIDE BUILDERS	643.29	STORAGE BUILDING DOOR AND INSTALL
PENDING	4/15/25	EUROFINS TESTING	80.00	LAB TESTING
PENDING	4/15/25	LAIRD LAW FIRM	1,250.00	LEGAL SERVICES
PENDING	4/15/25	LANDFILL OF NORTH IOWA	37.00	WASTE/GRIT DISPOSAL
PENDING	4/15/25	MARCO, INC.	95.87	COPIER MAINTENANCE FEE
PENDING	4/15/25	MUNICIPAL SUPPLY INC	1,138.65	LS #6 PUMP #3 CHECK VALVE
PENDING	4/15/25	NAPA	25.38	PARTS/SUPPLIES
PENDING	4/15/25	PLUMB SUPPLY CO.	125.83	FILTERS
PENDING	4/15/25	SIOUX VALLEY ENVIRONMENTAL	6,462.50	POLYMER
PENDING	4/15/25	BROGHAMMER, BENJAMIN	91.49	REFUND
			<u>33,822.56</u>	