

MINUTES OF BOARD OF TRUSTEES: July 22, 2025
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
Taylor Moore, Finance Director

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

Item #2. Consent Agenda:

- Approve June 2025 Financial Statement.
- Approve June 2025 Invoices.
- Approve June 17th, 2025 Board Meeting Minutes.

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

Item #3. Maintenance Facility.

- Pay Request #3 \$361,250.64. Motion by Peterson, second by Adams to approve Pay Request #3 in the amount of \$361,250.64 to Steege Construction. Motion carried, all Trustees present voting 'aye'.

Item #4. EIFS Repair Project.

- Pay Request #3 \$6,003.70. Motion by Peterson, second by Nelson to pay the final retainage on the EIFS Repair Project in the amount of \$6,003.70 to Countryside Builders, LLC. Motion carried, all Trustees present voting 'aye'.

Item #5. Resolution 25-13. A Resolution Certifying Delinquent Sewer Accounts as a lien upon the real property serviced by a connection during FY 2025. Nelson noted that he'd like to have this list published in the paper if possible and the cost is reasonable. Motion by Nelson, second by Adams to Resolution 25-13. President Bale called the roll with the following results: Peterson, 'aye'; Nelson, 'aye'; Wolfram, 'aye'; Adams, 'aye'; and Bale, 'aye'. Motion carried.

Item #6. Account Adjustments. Motion by Peterson, second by Adams to approve of the write-off of uncollectable accounts in the amount of \$536.24. Motion carried, all Trustees present voting 'aye'.

Item #7. Unfinished Business. Bale and Moore touched on the overall cost of the Infrastructure Upgrade Project versus how much was borrowed, and noted that the District spent significantly less, around \$260,000, out of pocket than expected for the project.

Item #8. Administrator's Report. Hanson stated that he received quotes for two Flygt pumps in the amount of \$170,000. Hanson said that he's waiting on a quote for KSB pumps that should come in significantly lower. Hanson also discussed the low the phosphorus numbers have been with the new thickening system.

Moore noted that the computers throughout the facility are due to be upgraded and will be receiving quotes shortly.

Item #9. Trustee's Report. Bale requested setting a date for the long-term planning workshop. The Trustees decided that August 5 at 8:00 a.m. would work best.

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 6:45 p.m.

ATTEST:

Larry Adams, Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of July 22, 2025

Check #	Date	Vendor Name	Amount	Description
EFT	06/25/25	NET PAYROLL	27,622.76	06/25/25 NET PAYROLL
EFT	06/25/25	FEDERAL W/H	9,689.15	06/25/25 FEDERAL WITHHOLDING
EFT	06/25/25	IPERS W/H	11,811.66	06/25/25 IPERS WITHHOLDING
EFT	06/25/25	IA DEPT. REV.	2,143.36	06/25/25 STATE W/H
EFT	06/26/25	IA WORKFORCE DEVELOPMENT	183.01	2ND QTR '25 UNEMPLOYMENT
EFT	07/02/25	POSTMASTER	1,984.77	JULY BILL MAILING
EFT	07/09/25	NET PAYROLL	28,049.86	07/09/25 NET PAYROLL
EFT	07/09/25	FEDERAL W/H	10,319.80	07/09/25 FEDERAL WITHHOLDING
EFT	07/09/25	NET BOARD PAYROLL	1,754.65	07/09/25 NET BOARD PAYROLL
EFT	07/16/25	IA DEPT. REV.	1,005.76	JUN '25 SALES TAX
27800	06/19/25	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
27801	06/19/25	EUROFINS	217.00	LAB TESTING
27802	06/19/25	CASE, MICHELLE	6,550.00	2025 DEDUCTIBLE REIMBURSEMENT
27803	06/19/25	SPILMAN, DENNIS	495.84	2025 DEDUCTIBLE REIMBURSEMENT
27804	06/19/25	WELLMARK BCBS	20,590.79	HEALTH/DENTAL INSURANCE PREMIUMS
27805	06/19/25	PEKIN LIFE INSURANCE	571.54	LIFE INSURANCE PREMIUMS
27806	06/19/25	HANSON, MITCHELL	60.87	PARTS REIMBURSEMENT
27807	06/19/25	SEUFFERLEIN, STEVEN	785.70	2025 DEDUCTIBLE REIMBURSEMENT
27808	06/19/25	IN CONTROL, INC.	416.46	LS #10 PARTS
27809	06/26/25	ALLIANT ENERGY	2,251.90	ELECTRIC/GAS
27810	06/26/25	PUEGGEL, GRANT	624.26	2025 DEDUCTIBLE REIMBURSEMENT
27811	06/26/25	CARDMEMBER SERVICES	63.04	IDNR - CERTIFICATION RENEWAL
27811	06/26/25	CARDMEMBER SERVICES	90.79	LANDS' END - UNIFORMS
27811	06/26/25	CARDMEMBER SERVICES	634.86	CLTEL - PHONE/INTERNET SERVICE
27811	06/26/25	CARDMEMBER SERVICES	70.96	ACE HARDWARE - SHOP SUPPLIES
27811	06/26/25	CARDMEMBER SERVICES	125.96	ACE HARDWARE - SHOP SUPPLIES
27811	06/26/25	CARDMEMBER SERVICES	56.30	MIRROR REPORTER - LEGAL PUBLICATIONS

27811	06/26/25	CARDMEMBER SERVICES	17.11	ZOOM - SUBSCRIPTION FEES
27811	06/26/25	CARDMEMBER SERVICES	15.00	IA AG DEPT - APPLICATOR LICENSE
27811	06/26/25	CARDMEMBER SERVICES	252.16	IDNR - CERTIFICATION RENEWALS
27811	06/26/25	CARDMEMBER SERVICES	60.00	IAWEA - CERTIFICATION RENEWALS
27811	06/26/25	CARDMEMBER SERVICES	96.50	USA BLUEBOOK - SHOP PUMP TUBING
27811	06/26/25	CARDMEMBER SERVICES	720.00	IAWEA - CONFERENCE REGISTRATIONS
27811	06/26/25	CARDMEMBER SERVICES	19.95	ACE HARDWARE - PLANT SUPPLIES
27811	06/26/25	CARDMEMBER SERVICES	59.01	AMAZON - LAB/OFFICE SUPPLIES
27811	06/26/25	CARDMEMBER SERVICES	77.41	MIDWEST WHEEL - DUMP TRUCK PARTS
27811	06/26/25	CARDMEMBER SERVICES	49.97	ACE HARDWARE - SHOP SUPPLIES
27811	06/26/25	CARDMEMBER SERVICES	39.53	USA BLUEBOOK - SHOP SUPPLIES
27811	06/26/25	CARDMEMBER SERVICES	124.54	IDNR - CERTIFICATION RENEWALS
27811	06/26/25	CARDMEMBER SERVICES	42.56	ACE HARDWARE - SHOP SUPPLIES
27811	06/26/25	CARDMEMBER SERVICES	213.95	ACE HARDWARE - HOSES
27811	06/26/25	CARDMEMBER SERVICES	322.28	AMAZON - OFFICE/PLANT/LAB SUPPLIES
27811	06/26/25	CARDMEMBER SERVICES	139.09	MICROSOFT - MS 365 RENEWAL
27811	06/26/25	CARDMEMBER SERVICES	50.63	MIRROR REPORTER - LEGAL PUBLICATIONS
27811	06/26/25	CARDMEMBER SERVICES	665.28	AMERICINN - CONFERENCE LODGING
27811	06/26/25	CARDMEMBER SERVICES	614.84	HACH - LAB SUPPLIES
27811	06/26/25	CARDMEMBER SERVICES	1,452.90	ERA - LAB TESTING
27811	06/26/25	CARDMEMBER SERVICES	66.94	MICROSOFT AZURE - BACKUP SERVICES
27811	06/26/25	CARDMEMBER SERVICES	14.22	MIRROR REPORTER - LEGAL PUBLICATIONS
27811	06/26/25	CARDMEMBER SERVICES	381.16	HACH - LAB SUPPLIES
27812	06/26/25	CONSOLIDATED ENERGY	149.40	OIL
27813	06/26/25	QUINN, MICHAEL	1,876.47	2025 DEDUCTIBLE REIMBURSEMENT
27814	06/26/25	ELITE INSULATION INC.	12,275.00	INFRASTRUCT. PROJ - BLOWER PIPE INSULATION
27815	06/30/25	FASTENAL	127.86	DIG #2 PARTS
27816	06/30/25	GOODNATURES WORK STOP	351.81	UNIFORMS/BOOTS
27817	06/30/25	AVESIS	147.25	VISION INSURANCE PREMIUMS
27818	06/30/25	PUEGGEL, GRANT	293.87	MEAL/UNIFORM REIMBURSEMENT
27819	06/30/25	MOORE, ANGIE	350.00	JUNE CLEANING SERVICE
27820	06/30/25	GURNEY & ASSOCIATES	2,870.00	ALLIANT PROJECT - RADAR UNITS
27821	06/30/25	NASSCO	344.07	PLANT SUPPLIES
27822	06/30/25	FLOW CONTROL AUTOMATION	9,167.00	DIG #2 VALVE & ACTUATOR
27823	06/30/25	NORTHWOOD SANITATION	175.00	JUNE WASTE DISPOSAL SERVICE
27824	06/30/25	STUTSMAN	2,779.73	SLUDGE HAULING TANK PARTS
27825	06/30/25	QUINN, MICHAEL	120.03	BOOT REIMBURSEMENT
27826	06/30/25	ECHO GROUP, INC.	659.91	INFRASTRUCT. PROJ - BREAKER & LS #1 PARTS
27827	07/01/25	BACON, STEVE	240.00	FY 2026 CELL PHONE ALLOWANCE
27828	07/01/25	TUSHA, TED	240.00	FY 2026 CELL PHONE ALLOWANCE
27829	07/01/25	SPILMAN, DENNIS	240.00	FY 2026 CELL PHONE ALLOWANCE
27830	07/01/25	FULLERTON, RON	240.00	FY 2026 CELL PHONE ALLOWANCE
27831	07/01/25	PUEGGEL, GRANT	240.00	FY 2026 CELL PHONE ALLOWANCE
27832	07/01/25	MOORE, TAYLOR	240.00	FY 2026 CELL PHONE ALLOWANCE
27833	07/01/25	HANSON, MITCHELL	240.00	FY 2026 CELL PHONE ALLOWANCE
27834	07/01/25	MORROW, JUSTIN	240.00	FY 2026 CELL PHONE ALLOWANCE
27835	07/01/25	PRIMERICA LIFE INSURANCE	314.30	LIFE INSURANCE PREMIUMS
27836	07/01/25	QUINN, MICHAEL	240.00	FY 2026 CELL PHONE ALLOWANCE
27837	07/07/25	IOWA ONE CALL	57.60	MAY LOCATE CHARGES
27838	07/07/25	ALLIANT ENERGY	4,465.06	ELECTRIC/GAS
27839	07/07/25	MARCO, INC.	104.87	COPIER MAINTENANCE FEE
27840	07/07/25	EUROFINS	3,679.75	LAB TESTING
27841	07/07/25	SPRINGBROOK, LLC	703.00	WEB HOSTING/CREDIT CARD FEES
27842	07/07/25	LAIRD LAW FIRM	1,250.00	JULY LEGAL SERVICES
27843	07/17/25	ALLIANT ENERGY	19,417.92	ELECTRIC/GAS
27844	07/17/25	PUEGGEL, GRANT	639.74	2025 DEDUCTIBLE REIMBURSEMENT
27845	07/17/25	WOLFRAM, ROBERT JR.	70.97	FY 25 MILEAGE REIMBURSEMENT
27846	07/17/25	CONSOLIDATED ENERGY	858.95	UNLEADED FUEL/GREASE
27847	07/17/25	NELSON, TONY	24.62	FY 25 MILEAGE REIMBURSEMENT
27848	07/17/25	BALE, MARK	24.62	FY 25 MILEAGE REIMBURSEMENT

27849	07/17/25	ADAMS, LARRY	111.65	FY 25 MILEAGE REIMBURSEMENT
27850	07/17/25	PETERSON, TRACY	104.65	FY 25 MILEAGE REIMBURSEMENT
			<u>199,434.90</u>	

Clear Lake Sanitary District
Unpaid Invoices as of July 22, 2025

Check #	Date	Vendor Name	Amount	Description
PENDING	7/22/25	BOLTON & MENK	18,074.00	INFRAST. UPGRADE PROJ. CONST. SERVICES
PENDING	7/22/25	CULVER-HAHN ELECTRIC	969.44	DRIVEWAY LIGHTS
PENDING	7/22/25	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
PENDING	7/22/25	FASTENAL	52.43	THICKENER PARTS
PENDING	7/22/25	GRP & ASSOCIATES	74.50	LAB WASTE DISPOSAL
PENDING	7/22/25	LANDFILL OF NORTH IOWA	197.21	WASTE/GRIT DISPOSAL
PENDING	7/22/25	NORTHLAND SECURITIES	750.00	GO BOND CONT. DISCLOSURE FILING
PENDING	7/22/25	R COMM WIRELESS	1,240.00	PLANT RADIOS
PENDING	7/22/25	WELLMARK BLUE CROSS	20,590.79	HEALTH & DENTAL INS PREMIUMS
			<u>42,042.09</u>	