

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 | PUEGGEI, 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 |

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| 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 |

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| 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 | <u>20,590.79</u> | HEALTH & DENTAL INS PREMIUMS |
| | | | <u>42,042.09</u> | |