

MINUTES OF BOARD OF TRUSTEES: September 16, 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)
Larry Adams (Clerk)
Robert Wolfram, Jr.
Tracy Peterson

Absent: Tony Nelson (Treasurer)

Also present: Mitch Hanson, Administrator
Taylor Moore, Finance Director

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

Item #2. Consent Agenda:

- Approve August 2025 Financial Statement.
- Approve August 2025 Invoices.
- Approve August 19th, 2025 Board Meeting Minutes.

The Board directed Moore to get CD quotes for up to \$500,000 and email them out to the Board.

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

Item #3. Maintenance Facility.

- Pay Request #5 - \$73,055.95. Motion by Adams, second by Peterson to approve Pay Request #5 in the amount of \$73,055.95 to Steege Construction. Motion carried, all Trustees present voting 'aye'.
- Chang Order #2 - \$2,218.00. Motion by Peterson, second by Adams to approve Change Order #2 in the amount of \$2,218.00. Motion carried, all Trustees present voting 'aye'.

Item #4. CLSD Annexation Discussion. Bale and Hanson discussed their meeting with the City Engineer, Matt Steding, regarding expansion projects upcoming that will hook to the sewer, but be outside of the Sanitary District's boundaries for taxation. Hanson noted that a voluntary annexation will be attempted, and if not a different rate structure for those outside of the Sanitary District's boundaries may be implemented. Hanson has been in discussions with Michael Moeller in regards to how this should be handled. No action taken at this time.

Item #5. Health Insurance Renewal. Hanson pointed out that the same plan had a deductible increase of \$1,000, but the overall premium increase was only 0.29%. Bale noted that the budgeted increase was for 12%. Motion by Peterson, second by Adams to approve the health insurance renewal through Blue Cross Blue Shield. Motion carried, all Trustees present voting 'aye'.

Item #6. Digester Roofing Quote - \$124,650.00. Hanson said that the price will be locked in, but there's a chance this might not happen until spring, it just depends on weather and the contractor's current scheduling. Motion by Adams, second by Peterson to approve the digester roofing quote in the amount of \$124,650.00 through Mid-West Roofing Company. Motion carried, all Trustees present voting 'aye'.

Item #7. Hotsy Quote - \$16,944.25. Motion by Wolfram, second by Adams to approve the Hotsy quote for the new maintenance facility in the amount of \$16,944.25. Motion carried, all Trustees present voting 'aye'.

Item #8. Resolution 25-14. A Resolution Certifying Delinquent Sewer Accounts as a lien upon the real property serviced by a connection during 2025. Moore noted that no action needs to be taken at this time, due to a change in the account. No action taken.

Item #9. Unfinished Business. No unfinished business to be discussed.

Item #10. Administrator's Report. Hanson stated that two employees had to take the thickener drum to Wisconsin for repairs. Hanson also noted that the Worth County Schools would be touring the facility this month.

Item #11. Trustee's Report. Wolfram requested the Board consider moving the meeting times up for the winter months.

There being no further business to discuss, motion by Adams, second by Wolfram to adjourn. Motion carried, all trustees present voting 'aye'. Meeting adjourned at 6:23 p.m.

ATTEST:

Larry Adams, Clerk

Clear Lake Sanitary District
Standard Monthly Invoices already paid as of September 16, 2025

Check #	Date	Vendor Name	Amount	Description
EFT	08/20/25	NET PAYROLL	26,290.00	08/20/25 NET PAYROLL
EFT	08/20/25	FEDERAL W/H	9,250.21	08/20/25 FEDERAL WITHHOLDING
EFT	08/20/25	IPERS W/H	11,792.02	08/20/25 IPERS WITHHOLDING
EFT	08/20/25	IA DEPT. REV.	2,096.25	08/20/25 STATE W/H
EFT	09/03/25	NET PAYROLL	28,195.56	09/03/25 NET PAYROLL
EFT	09/03/25	FEDERAL W/H	9,945.48	09/03/25 FEDERAL WITHHOLDING
EFT	09/05/25	POSTMASTER	2,199.06	SEPT BILL MAILING
EFT	09/09/25	IA DEPT. REV.	1,562.27	AUG '25 SALES TAX
27907	08/28/25	ALLIANT ENERGY	8,906.44	ELECTRIC/GAS
27908	08/28/25	KNORR ELECTRIC	37.50	WAS PUMP REPAIRS
27909	08/28/25	EMC NATIONAL LIFE	93.72	LIFE INSURANCE PREMIUMS
27910	08/28/25	WELLMARK BCBS	20,590.79	HEALTH/DENTAL INSURANCE PREMIUMS
27911	08/28/25	GOODNATURES WORK STOP	1,427.65	UNIFORMS/BOOTS
27912	08/28/25	AVESIS	167.08	VISION INSURANCE PREMIUMS
27913	08/28/25	PEKIN LIFE INSURANCE	571.54	LIFE INSURANCE PREMIUMS
27914	08/28/25	INTERSTATE ALL BATTERY CENTER	813.68	TRUCK BATTERIES/BACKUP BATTERIES
27915	08/28/25	CARDMEMBER SERVICES	636.02	CLTEL - PHONE/INTERNET SERVICE
27915	08/28/25	CARDMEMBER SERVICES	400.96	RESIDENCE INN - CONFERENCE LODGING
27915	08/28/25	CARDMEMBER SERVICES	12.99	ACE HARDWARE - SHOP SUPPLIES

27915	08/28/25	CARDMEMBER SERVICES	6.99	ACE HARDWARE - ANT KILLER
27915	08/28/25	CARDMEMBER SERVICES	18.18	ZOOM - SUBSCRIPTION FEES
27915	08/28/25	CARDMEMBER SERVICES	1,477.00	NEPTUNE FLOTATION - SBR MIXER CABLE FLOATS
27915	08/28/25	CARDMEMBER SERVICES	6.99	ACE HARDWARE - SHOP SUPPLIES
27915	08/28/25	CARDMEMBER SERVICES	521.91	COAST TO COAST CALIBRATIONS - LAB CALIBRATIONS
27915	08/28/25	CARDMEMBER SERVICES	4.99	TRACTOR SUPPLY - TRAILER PARTS
27915	08/28/25	CARDMEMBER SERVICES	917.95	MICROAGE - CROWDSTRIKE RENEWAL
27915	08/28/25	CARDMEMBER SERVICES	109.29	MOTION INDUSTRIES - BIOSOLIDS BLDG HOSE
27915	08/28/25	CARDMEMBER SERVICES	754.74	MENARDS - SOFTENER SALT
27915	08/28/25	CARDMEMBER SERVICES	47.07	FLEET FARM - OFFICE/PLANT SUPPLIES
27915	08/28/25	CARDMEMBER SERVICES	10.88	ACE HARDWARE - SHOP SUPPLIES
27915	08/28/25	CARDMEMBER SERVICES	38.96	ACE HARDWARE - WATER TRUCK PUMP PARTS
27915	08/28/25	CARDMEMBER SERVICES	43.08	PERKINS - MEETING MEAL
27915	08/28/25	CARDMEMBER SERVICES	285.98	AMAZON - OFFICE/SHOP/PLANT SUPPLIES
27915	08/28/25	CARDMEMBER SERVICES	66.94	MS AZURE - AZURE BACKUP SERVICES
27916	08/28/25	QUALITY FLOW SYSTEMS, INC.	2,280.75	WAS PUMP PARTS
27917	08/28/25	MOORE, ANGIE	350.00	AUG CLEANING SERVICES
27918	08/28/25	CONSOLIDATED ENERGY	742.28	UNLEADED FUEL
27919	08/28/25	BOX5 MEDIA	480.00	WEBSITE UPDATES/MAINTENANCE
27920	08/28/25	SIOUX VALLEY ENVIRONMENTAL	1,057.50	ACRYLIC POLYMER
27921	08/28/25	NORTHWOOD SANITATION, LLC	175.00	AUG WASTE DISPOSAL
27922	08/28/25	DEAN SNYDER CONSTRUCTION	30.99	REFUND
27923	08/28/25	SNYDER CONSTRUCTION PARTNER.	34.15	REFUND
27924	08/28/25	DEAN SNYDER CONSTRUCTION	81.92	REFUND
27925	08/28/25	DEAN SNYDER CONSTRUCTION	31.88	REFUND
27926	09/10/25	IOWA ONE CALL	48.20	LOCATE CHARGES
27927	09/10/25	ALLIANT ENERGY	555.22	ELECTRIC/GAS
27928	09/10/25	MARCO, INC.	104.87	COPIER MAINT. FEE
27929	09/10/25	EUROFINS	2,912.00	LAB TESTING
27930	09/10/25	FEDERAL EXPRESS	115.48	LAB SHIPPING
27931	09/10/25	CONSOLIDATED ENERGY	51.90	GREASE
27932	09/10/25	SPRINGBROOK LLC	708.70	AUG FEES AND WEB HOSTING
27933	09/10/25	SEUFFERLEIN, STEVEN	632.80	2025 DEDUCTIBLE REIMBURSEMENT
27934	09/10/25	LAIRD LAW FIRM	1,250.00	LEGAL SERVICES
			<u>140,943.81</u>	

Clear Lake Sanitary District
Unpaid Invoices as of September 16, 2025

Check #	Date	Vendor Name	Amount	Description
PENDING	9/16/25	AMERICAN ENGINEERING	5,708.00	CONCRETE TESTING - MAINT. FACILITY PROJ.
PENDING	9/16/25	BOLTON & MENK	8,686.50	INFRAST. UPGRADE PROJ. CONST. SERVICES
PENDING	9/16/25	CLAPPER TREE SERVICE	675.00	CRANE SERVICE - PULLING MIXERS
PENDING	9/16/25	CORE & MAIN	152.32	MARKING PAINT
PENDING	9/16/25	CULVER-HAHN ELECTRIC	190.64	STREET LIGHTS/BREAKER
PENDING	9/16/25	ECHO GROUP, INC.	426.36	SBR #4 MIXER PARTS
PENDING	9/16/25	FASTENAL	423.36	PLANT SUPPLIES
PENDING	9/16/25	GHA TECHNOLOGIES	392.86	2025 PC UPGRADE PROJ - SWITCH
PENDING	9/16/25	INDUSTRIAL PIPING SERVICE, INC.	2,057.30	DIGESTER #2 AIR PIPE
PENDING	9/16/25	MUNICIPAL SUPPLY INC	3,718.00	METERS
PENDING	9/16/25	PLUMB SUPPLY CO.	275.12	FILTERS
PENDING	9/16/25	SHERWIN WILLIAMS	459.84	PAINT - MAINT. FACILITY PROJ.
PENDING	9/16/25	STATE HYGIENIC LABORATORY	593.50	LAB TESTING
PENDING	9/16/25	WOODFORD LUMBER & HOME CO.	228.32	TRANSPORT SKID MATERIALS
PENDING	9/16/25	HOME WITH MEYER, LLC	55.21	REFUND
			<u>24,042.33</u>	