

DOVER EYOTA ST. CHARLES AREA SANITARY DISTRICT
Minutes of Board of Directors Regular Meeting

August 16, 2016

Members Present:

Angela Waits
Ray Schuchard
Wayne Getz
Matt Elder

Staff:

John Brogan

Absent:

Bill Spitzer
Wes Bussell
Tony Nelson

1. Call to Order:

Vice-Chairman Wayne Getz called the meeting to order at 7:00 p.m.

2. Set Agenda:

Motion made by Angela Waits to set the agenda as presented. Seconded by Matt Elder. All voted in favor. Motion carried.

3. Approve Minutes of the July 19, 2016 Regular Meeting:

Motion made by Matt Elder, seconded by Ray Schuchard to approve the regular meeting minutes of July 19, 2016. All voted in favor. Motion carried.

4. Approval of Receipts and Disbursement/Summary of Assets:

Motion made by Angela Waits to approve the Receipts & Disbursements/Summary of Assets as presented. Seconded by Ray Schuchard. All voted in favor. Motion carried. There was no discussion on the 2016 budget.

5. Plant Update:

- a) No violations for the month.
- b) Getting somewhat back to normal after all the rain in July. July 24th the flow jumped 900,000 gallons.
- c) Olson Fence and GNS Fence were asked to provide quotes for a motorized gate at the plant entrance and have not received a reply from either company.

6. Discuss/approve front door security options:

Spreadsheet completed showing the estimates for additional security cameras, new door locks on 4 doors and motorized gate at the main entrance. If all the doors are locked at all times then the garage door would have to remain closed which is not a good option during the hot summer months. Makes more sense to put a new gate at the plant entrance to lock down the plant and employees won't have to be locking and unlocking doors all day as they go in and out of the building. If you are going to lock all the doors then the additional security cameras are also needed. The total of Bowman's bid plus the cameras is \$11,922.42, total of Paul's Lock and the cameras is \$14,094.10, gate bid is \$13,620.00. Ray Schuchard commented that it makes more sense

to do the gate and be done with it and there is already one security camera in place that is focused on the front gate. Question then asked as to how this will fit in the budget? It looks as if the roadway resurfacing/replacement will not get done until next year, bids have not yet been obtained and contractors are more than likely too busy to complete this year. The amount in the 2016 budget for the roads is \$50,000. Motion made by Ray Schuchard to go with Horsman Fence and Huntington Electric, in the amount of \$13,620.00, for a new gate. John pointed out that another reason to wait on the road project is that they will be cutting the blacktop by the gate to put in a reversing loop. Seconded by Angela Ihrke. All voted in favor. Motion carried.

7. Discuss/approve updated 2017-2024 Capital Improvement Program:

An updated CIP plan was completed to use these numbers in the first draft of 2017 budget that will be done for the September board meeting. The road project and make-up air unit will be carried over from 2016 and other items for 2017 include lawn mowing equipment, computers, RAS-WAS pump, and pickup. After talking with Todd Arlander he felt that leaving the chemical addition for phosphorus removal at \$15,000 is sufficient due to the opinion that there will probably not be a phosphorus limit in the new permit but the \$15,000 would most likely cover the initial engineering expense. Regarding nitrogen removal, there will be a limit in the next permit. Without knowing what the limit is it is too difficult to determine what equipment, etc. will be needed to achieve the limit. Todd felt that inserting \$15,000 into the CIP for nitrogen removal would cover the cost of engineering in 2017 should it get to that point. It was agreed to put these CIP numbers in the 2017 budget as a starting point and see what the total budget looks like and go from there.

8. Update Mutual Aid Agreements with the cities of St. Charles, Eyota and Dover:

The old agreements were signed in 2007. Cathy talked with Nick Koverman, City of St. Charles, and it was his opinion that the language in the agreement did not need to change and it would be nice to have an agreement in place with current signatures. Motion made by Ray Schuchard to approve the updated Mutual Aid Agreements with the cities of St. Charles, Eyota and Dover. Seconded by Matt Elder. All voted in favor. Motion carried.

9. Personnel Committee recommendation for hiring full-time wastewater Treatment facility operator:

Cathy informed those in attendance that the personnel committee has chosen three applicants to interview. One interview will take place next week and two on Sept. 7th.

There being no further business a motion was made by Angela Waits, seconded by Matt Elder, to adjourn the regular meeting at 8:14 pm. All voted in favor. Motion carried.

Respectfully Submitted,

Cathy Kennedy

Cathy Kennedy