

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

**January 16, 2018**

**Members Present:**

Wayne Getz  
Wes Bussell  
Ray Schuchard  
Dave Iseminger  
Dale Kieffer

**Staff:**

Josh Campbell  
John Brogan

**Absent:**

Tony Nelson  
Dave Kramer

**1. Call to Order:**

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

**2. Set Agenda:**

Motion made by Wes Bussell to set agenda as presented. Seconded by Ray Schuchard. All voted in favor. Motion carried.

**3. Approve Minutes of the December 19, 2017 Regular Meeting:**

Motion made by Dave Iseminger, seconded by Dale Kieffer to approve the regular meeting minutes of December 19, 2017. All voted in favor. Motion carried.

**4. Appointment of Board Members:**

a) Motion made by Wes Bussell to approve appointment of Wayne Getz by the City of St. Charles. Seconded by Ray Schuchard. All voted in favor. Motion carried.

b) Motion made by Wes Bussell to approve the appointment of Ray Schuchard by the City of Eyota. Seconded by Dave Iseminger. All voted in favor.

c) Motion made by Wes Bussell to approve the appointment of Dave Iseminger by the City of Dover. Seconded by Dale Kieffer. All voted in favor. Motion carried.

**5. Oath of Office, Board Members:**

Wayne Getz, Ray Schuchard and Dave Iseminger took the oath of office. Cathy Kennedy acted as Notary for the signatures.

**6. Appointment of Director at Large:**

Motion made by Ray Schuchard to appoint Wes Bussell as Director at Large. Seconded by Dale Kieffer. All voted in favor. Motion carried.

**7. Oath of Office Director at Large:**

Wes Bussell took the Oath of Office. Cathy Kennedy acted as Notary for the signature.

**8. Election of Officers:**

a) Motion made by Wes Bussell to elect Wayne Getz as Chairman. Seconded by Ray Schuchard. All voted in favor. Motion carried.

b) Motion made by Wes Bussell to elect Ray Schuchard as Vice-Chairman. Seconded by Dave Iseminger. All voted in favor. Motion carried.

c) Motion made by Ray Schuchard to elect Wes Bussell as Secretary-Treasurer. Seconded by Dale Kieffer. All voted in favor. Motion carried.

**9. Designate authorized checking account signers:**

Current authorized account signers are Wayne Getz, Wes Bussell and Tony Nelson. Motion made by Dave Iseminger to keep Wayne Getz, Wes Bussell, Tony Nelson as authorized signers and also add Ray Schuchard as an authorized signer. Seconded by Dale Kieffer. All voted in favor. Motion carried.

**10. Designate District's Attorney:**

Flaherty & Hood were contacted and have agreed to continue their services for 2018. The hourly attorney fee will increase by \$10.00 per hour for 2018. Motion made by Wes Bussell to designate Flaherty & Hood as the District's Attorney for 2018. Seconded by Ray Schuchard. All voted in favor. Motion carried.

**11. Designate Official Publication:**

Motion by Dale Kieffer to designate the St. Charles Press as the official publication for the District. Seconded by Ray Schuchard. All voted in favor. Motion carried.

**12. Appoint Board Members to Personnel Committee:**

Current members are Wayne Getz, Wes Bussell and Dave Iseminger. Motion made by Ray Schuchard to leave the personnel committee as is. Seconded by Dale Kieffer. All voted in favor. Motion carried.

**13. Appoint Board Members to Investment Committee:**

Current members are Wayne Getz, Wes Bussell and Dave Kramer. Motion made by Dave Iseminger to leave investment committee as is. Seconded by Ray Schuchard. All voted in favor. Motion carried.

**14. Approval of Receipts and Disbursement/Summary of Assets:**

Motion by Wes Bussell to approve the Receipts & Disbursements/Summary of Assets as presented. Seconded by Dale Kieffer. All voted in favor. Motion carried.

**15. Plant Update:**

a) no violations for the month.

b) Last month the SCADA system went down. Automatic Systems was able to get it working however, a problem was found in one of the Allen Bradley boxes. Automatic Systems will come back and have a teleconference with Allen Bradley to figure out the problem.

c) Josh would like to attend the MPCA conference in Brooklyn Park from March 21-23. The cost is \$390.00 plus lodging. He will take the Class D license test at this time. Motion made by Wes Bussell to approve Josh Campbell's attendance at the MPCA conference. Seconded by Ray Schuchard. All voted in favor. Motion carried.

d) John would like to attend the MRWA conference in St. Cloud March 6-8. The cost is \$230.00 plus lodging. He will take the Class B license test at this time. Motion made by Ray Schuchard to approve John Brogan's attendance at the MRWA conference. Seconded by Dale Kieffer. All voted in favor. Motion carried.

**16. Adopt Resolution 18-01, 2018 Budget in the amount of \$913,385.87:**

Motion made by Wes Bussell to adopt Resolution 18-01, Establishing the 2018 Budget in the amount of \$913,385,87. Seconded by Dave Iseminger. All voted in favor. Motion carried.

**17. Banking options, tabled from meeting on 12/19/2017:**

Bremer's money market rate has gone up to 1.2% compared to Home Federal's rate of 1.15%. Motion made by Dave Iseminger to continue banking with Bremer Bank. Seconded by Dale Kieffer. All voted in favor. Motion carried.

**18. Designate Official Depositories:**

Current depositories are Bremer Bank, St. Charles and Home Federal Investments. Motion made by Wes Bussell to continue with Bremer Bank and Home Federal Investments as the official depositories. Seconded by Dave Iseminger. All voted in favor. Motion carried.

**19. Other Business:**

No other business to discuss.

There being no further business a motion was made by Wes Bussell seconded by Dave Iseminger, to adjourn the meeting at 7:16 pm. All voted in favor. Motion carried.

Respectfully Submitted,

*Cathy Kennedy*

Cathy Kennedy