

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

**August 21, 2018**

**Members Present:**

Wayne Getz  
Tony Nelson  
Dave Iseminger  
Wes Bussell  
Dave Kramer  
Cheryle Ihrke

**Staff:**

John Brogan  
Fran Schmit

**Absent:**

Ray Schuchard

**1. Call to Order:**

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

**2. Set Agenda:**

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

**3. Approve Minutes of the July 17, 2018 Regular Meeting:**

Motion made by Wes Bussell, seconded by Dave Iseminger to approve the regular meeting minutes of July 17, 2018. All voted in favor. Motion carried.

**4. City of Utica:**

The Utica City Council, (David Golish, Gary Sanders, Chad Dailey, Dan Lewis), were present to ask about the possibility of sending Utica's wastewater to the District's plant. Their ponds are 45 years old and the City can't afford to put in their own wastewater system. They would more than likely be dropping into the St. Charles booster station east of town and from there into the District's interceptor. As a result Utica would also need to talk with the City of St. Charles. Todd Arlander stressed that they need to get a wastewater engineer to do a feasibility study, there are a lot of issues to consider. Utica asked about the capacity of this plant and right now it is running at about half of its capacity. Utica has about 25,000 gallons per day of wastewater and hour meters are used to record usage. Their lines are plastic and they do have a sump pump ordinance which has pretty much taken care of that problem. The procedures for billing Dover, Eyota and St. Charles for usage and SAC fee payments were outlined. Wes Bussell pointed out that currently the plant does have the capacity to handle Utica but if any industrial users came along that could significantly impact the plants capacity. Motion made by Wes Bussell to allow the City of Utica to look into the possibility of hooking into the Dover Eyota St. Charles Sanitary District's sewer line. Seconded by Dave Iseminger. All voted in favor. Motion carried.

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

Motion made by Tony Nelson to approve Receipts and Disbursements/Summary of Assets. Seconded by Wes Bussell. All voted in favor. Motion carried.

**6. Brian Bellemare, Stantec:**

a) The following three quotes were received for the clarifier repair work: South Central Erectors \$31,970, Winona Welding & Sandblasting \$34,620, Wapasha \$78,000. Two quotes are within a couple thousand dollars of each other and Wapasha, with the higher bid, is out of the picture. John Brogan has concerns with South Central Erectors and their lack of familiarity with coatings and the wastewater environment. His preference would be Winona Welding for the fact that they have their own blasting and painting operation and have done a lot of wastewater work. Motion made by Dave Kramer to accept the bid from Winona Welding and Sandblasting. Seconded by Cheryle Ihrke. All voted in favor. Motion carried.

b) Stantec is requesting an extension of the \$15,000 estimated fee to \$19,000 to cover construction administration portion of the repair work. Motion made by Tony Nelson to approve the additional \$4,000 fee as requested by Stantec. Seconded by Cheryle Ihrke. All voted in favor. Motion carried.

**7. Plant Update:**

a) no violations for the month.

b) Wes Bussell observed the clearing of brush, weeds that took place at the outfall and is suggesting that operators need a bush hog to put on the back of the Kubota tractor. This would also be useful in clearing out, cleaning up other areas of the property. The price would be approximately \$1,500. Motion made by Wes Bussell to allow operators to purchase a bush hog. Seconded by Dave Kramer. All voted in favor. Motion carried.

c) Since we are getting good test results and the clarifier repair process is moving along operators are going to put off cleaning the clarifier that is currently in use.

d) R & H Painting looked at two more manholes. Manhole #'s 54,129, 130 will be lined for a total of \$12,097.00. R & H Painting still needs to get permits to block the road and hopefully the work will get done next week.

e) Paul Shank will get valve and be ready to go to complete the valve repair. Hopefully clarifier work will be completed first. When he was here he noticed that the SE corner of the new contact tank had settled about 4" (he did the compaction work). Paul Shank is proposing that he would tear out concrete, add more fill, do a compaction test. At his expense and the District would replace the concrete. It was decided to wait until next year to see if it drops any further. If it drops further there could be other issues than compaction.

f) Toxicity testing was completed with passing results.

**8. Capital Improvement Plan updated for 2018-2027:**

a) Regarding the installation of SCADA system upgrade in 2019, Wayne Getz asked if Automatic Systems could be contacted now to get on their schedule for next year. Motion made by Wes Bussell to contact Automatic Systems now to plan the SCADA system upgrade for next year. Seconded by Dave Iseminger. All voted in favor. Motion carried.

b) Question asked regarding progress with replacing the makeup air unit in the headworks. John will get new quote from B & C Electric and a quote from Winona Heating and Vent.

c) In regard to the fence replacement not getting any replies for quotes. It was suggested to contact American Fence and Century Fence.

**9. Discuss/Approve Hawkins Ash CPA's audit proposal for 2018, 2019 and 2020:**

Motion made by Tony Nelson to approve the audit proposal from Hawkins Ash for the years 2018, 2019 and 2020. Seconded by Cheryle Ihrke. All voted in favor. Motion carried.

**10. Personnel Committee Update:**

a) The personnel committee met with employees this afternoon to review and suggest changes to the current employment policy. Wes will make these changes and the committee and employees will meet, probably before the September board meeting, to review again. His hope is to have a final policy by the end of the year.

b) Employees have suggested some type of clothing allowance vs. uniform rental. Employees are going to prepare a proposal.

**11. Other Business:**

There is no other business.

There being no further business a motion was made by Wes Bussell, seconded by Dave Kramer, to adjourn the meeting at 7:55 pm. All voted in favor. Motion carried.

Respectfully Submitted,

*Cathy Kennedy*

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