

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

**January 15, 2019**

**Members Present:**

Wayne Getz  
Wes Bussell  
Tony Nelson  
Dave Kramer  
Ray Schuchard  
Dave Iseminger  
Eric Tyler

**Staff:**

John Brogan  
Fran Schmit

**1. Call to Order:**

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

**2. Set Agenda:**

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

**3. Approve Minutes of the December 18, 2018 Regular Meeting:**

Motion made by Wes Bussell, seconded by Tony Nelson to approve the regular meeting minutes of December 18, 2018. All voted in favor. Motion carried.

**4. Appointment of Board Members:**

Motion made by Wes Bussell to approve the appointments of David Kramer by the City of St. Charles, Tony Nelson by the City of Eyota and Eric Tyler by the City of Dover. Seconded by Dave Iseminger. All voted in favor. Motion carried.

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

David Kramer, Tony Nelson and Eric Tyler took the oath of office. Cathy Kennedy acted as Notary for the signatures.

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

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

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

Wes Bussell took the oath of office. Cathy Kennedy acted a Notary for the signature.

**8. Election of Officers:**

a) Motion made by Wes Bussell to elect Wayne Getz as Chairman. Seconded by Dave Kramer. 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 Wes Bussell to elect Dave Kramer as Secretary-Treasurer. Seconded by Tony Nelson. All voted in favor. Motion carried.

**9. Designate Official Depositories:**

Motion made by Tony Nelson to continue with Bremer Bank and Home Federal Investments as the official depositories. Seconded by Ray Schuchard. All voted in favor. Motion carried.

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

Motion made by Wes Bussell to keep the current checking account signers of Wayne Getz, Wes Bussell, Tony Nelson and Ray Schuchard. Seconded by Dave Kramer. All voted in favor. Motion carried.

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

Flaherty & Hood were contacted and have agreed to continue their services for 2019. Motion made by Dave Iseminger to designate Flaherty & Hood as the District's Attorney for 2019. Seconded by Eric Tyler. All voted in favor. Motion carried.

**12. Designate Official Publication:**

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

**13. Appoint Board Members to the Personnel Committee:**

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

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

Current members are Wayne Getz, Wes Bussell, Dave Kramer. Motion made by Tony Nelson to leave Investment Committee as is. Seconded by Ray Schuchard. All voted in favor. Motion carried.

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

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

**16. Plant Update:**

a) no violations for the month.

b) B & C Electric installed the new makeup air unit on 1/3/2019. The unit has washable filters which will be nice for maintenance. Going to try and sell the old unit to Timm's for \$250.

c) The MPCA and EPA biosolids reports for the crop year 2018 are filed.

d) Motion made by Dave Kramer to approve John Brogan's attendance at the MRWA conference March 5<sup>th</sup>-7<sup>th</sup> and Fran Schmit's attendance at the MPCA conference March 27<sup>th</sup>-29<sup>th</sup>. Seconded by Eric Tyler. All voted in favor. Motion carried.

e) Talked to Sugar Loaf Ford and the new truck is on its way. Will be taking it to Universal on 1/21/2019 to have the plow mounted.

**17. Discuss disconnecting interceptor meters:**

Meters were installed in 2007. The electrical expense is about \$20 per meter per month. Original intent was to use meter readings to bill the Cities for usage. It was never agreed that the meters were reliable for this purpose. These meters are Ultrasonic's and partial flume where water droplets on the bottom of the transducer can throw the readings off. Won't know how much I & I without them so we need to continue to check and repair manholes. The 3 or 4 manholes in the swampy area near Eyota, that have never been checked, need to be inspected and risers need to be put on them. Wes Bussell wants to see a plan for fixing/raising the manholes that are usually under water. John talked to R & H Painting and they are able to seal manholes in cold weather.

Motion made by Dave Iseminger to disconnect power to the interceptor meters. Seconded by Eric Tyler. All voted in favor. Motion carried.

**18. Personnel Committee:**

Personnel Committee is recommending that the insurance stipend payment, made to employees not enrolled in the health insurance plan, be paid entirely in January and not half in January and half in June. Motion made by Tony Nelson to make this change to the stipend payments. Seconded by Wes Bussell. All voted in favor. Motion carried.

**19. Other Business:**

There is no other business.

There being no further business a motion was made by Tony Nelson, seconded by Dave Kramer, to adjourn the meeting at 7:29 pm. All voted in favor. Motion carried.

Respectfully Submitted,

*Cathy Kennedy*

Cathy Kennedy