

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

**April 16, 2019**

**Members Present:**

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

**Staff:**

John Brogan

**Guest:**

Joe Nurmi, Hawkins Ash CPA's

**Absent:**

Tony Nelson

**1. Call to Order:**

Chairman Wayne Getz called the meeting to order at 7:01 p.m.

**2. Set Agenda:**

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

**3. Approve Minutes of the March 19, 2019 Regular Meeting:**

Motion made by Wes Bussell, seconded by Ray Schuchard to approve the regular meeting minutes of March 19, 2019. All voted in favor. Motion carried.

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

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

**5. Joe Nurmi, Hawkins Ash CPA's to present 2018 audit report:**

In the first part of the audit, that contains the financial statements, Hawkins Ash states that their opinion is that it was a clean audit which fairly represents the activity. There were no major changes in the financial statements compared to 2017. It was noted that accrued PTO will now be recorded on the books. The second part of the audit addresses legal compliance. No issues were found, everything is in compliance. Motion made by Dave Kramer to accept the 2018 audit prepared by Hawkins Ash CPA's. Seconded by Wes Bussell. All voted in favor. Motion carried.

**6. Plant Update:**

- a) no violations for the month
- b) flows have decreased, the plant is running well
- c) Ditch #2 has been thawed out and clarifier #2 finished thawing out today. Will switch from side #1 to side #2 for the summer.

- d) Sugar Loaf Ford thought the new truck was on a train somewhere but it is actually sitting on their lot.
- e) Will finish burning the remaining wood piles and Pearson will let us use a fan to help with this.
- f) Ziegler has sent a proposal to complete a load bank test on the lift station generator for the amount of \$1,550.00. This test should be done every two years and it was done 2 years ago. Motion made by Ray Schuchard to accept this proposal from Ziegler to complete this test for \$1,550.00. Seconded by Dave Iseminger. All voted in favor. Motion carried.
- g) John Vanyo, an engineer with MnTAP, is asking for the plant's assistance with a project he is working on to optimize nitrogen and phosphorus removal with wastewater plants. They will visit in August to gather data which is inputted in an Activated Sludge Simulation Model. It is used to see how adjusting parameters in the model can affect nitrogen and phosphorus removal. There will be no cost to the District.

**7. Personnel Committee:**

- a) Fran Schmit submitted his resignation effective April 2, 2019. Motion made by Wes Bussell to accept Fran Schmit's resignation. Seconded by Dave Iseminger. All voted in favor. Motion carried.
- b) Five applications were received for the operator position. One is a certified operator in St. Cloud. One interview is set up for tomorrow.

**8. Other Business:**

There is no other business.

There being no further business a motion was made by Dave Iseminger, seconded by Dave Kramer, to adjourn the meeting at 7:27 pm. All voted in favor. Motion carried.

Respectfully Submitted,

*Cathy Kennedy*

Cathy Kennedy