

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

**October 20, 2020**

**Members Present:**

Wayne Getz  
Eric Tyler  
Dave Kramer  
Wes Bussell  
Ray Schuchard

**Staff:**

Todd Tesch

**Absent:**

Dave Iseminger  
Tony Nelson

**1. Call to Order:**

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

**2. Set Agenda:**

Wayne Getz would like to add to the agenda item 5a) Todd Tesch wage increase for obtaining Type IV Biosolids license and item 11a) discuss City of Utica hookup. Motion made by Wes Bussell to set the agenda with the addition of items 5a) and 11a). Seconded by Ray Schuchard. All voted in favor. Motion carried.

**3. Approve Minutes of the September 15, 2020 Regular Meeting:**

Motion made by Dave Kramer, seconded by Eric Tyler to approve the regular meeting minutes of September 15, 2020. 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 Wes Bussell. All voted in favor. Motion carried.

**5. Plant Update:**

a) No violations.

b) Todd has passed the Type IV Biosolids test.

c) The 5 manholes on Franke's property have been raised. Had to bail water from around one of them, the others were dry. The saddle is leaking on some of them and John said that he will address this later with the Board.

d) Aarow Asphalt has completed the paving. They left a mess on the grass and Todd has finished cleaning it up.

e) TJ's Excavating will be here the first week of November to replace the drain valve for the contact tank. Depending on the weather the sidewalk that needs to be dug up may not get replaced this year.

f) B & C Plumbing & Heating has provided an estimate of \$5,057.00 to install an inline dehumidifier part. John has told them to go ahead with the work.

g) Todd has prepared a proposal to do some landscaping work around the plant. He would put lawn edging, rock and plants around the main building, light poles and the front gate. He is estimating the cost at \$2,750.00 and would do the work himself

whereas a commercial company would probably charge about \$5,000.00. Will need to increase the 2021 budget amount in account #66710-Ground Maintenance & Repair. Motion made by Dave Kramer to increase the budget amount in account #66710 to \$3,500.00 and allow Todd to do this work. Seconded by Wes Bussell. All voted in favor. Motion carried.

h) Todd pointed out that the final cost of the paving done by Aarow Asphalt was \$24,000 higher than the first estimate due to the owner's son not measuring correctly and also, due to adding on an area behind the main building.

**5a. Todd Tesch wage increase:**

Todd has passed the Type IV Biosolids test and according to standard protocol he should receive a \$1.00 per hour increase in his wage. Motion made by Wes Bussell to approve the \$1.00 per hour wage increase for Todd Tesch. The increase will go into effect with the first pay period in November. Seconded by Eric Tyler. All voted in favor. Motion carried.

**6. Adopt Resolution 20-01, Resolution Establishing Sanitary Sewer Rate for 2021:**

Motion made by Wes Bussell to adopt Resolution 20-01, Establishing Sanitary Sewer Rate for 2021 at \$6.61 per 1,000 gallons. Seconded by Dave Kramer. All voted in favor. Motion carried.

**7. Adopt Resolution 20-02, Establishing the Sanitary Sewer Service Availability Charge (SAC) Fee for 2021:**

Motion made by Ray Schuchard to adopt Resolution 20-02, Establishing the Sanitary Sewer Service Availability Charge (SAC) Fee for 2021 at \$2,640.00. Seconded by Dave Kramer. All voted in favor. Motion carried.

**8. Employee Health and Dental insurance renewal for 2021:**

a) The current Blue Cross health insurance plan has a deductible of \$2,350.00 and the deductible will increase to \$2,500.00. The total monthly premium would increase \$117.11 or 6% with the total annual expense increasing by \$1,405.32. For 2020, the employees enrolled in the health plan received a \$1,900.00 payment to deposit in their Health Savings Accounts. Motion made by Wes Bussell to renew the current Blue Cross Blue Shield health plan 653 for 2021 and also give the employees enrolled in the plan \$2,100.00 to deposit in their Health Savings Accounts. The payments for the HSA deposits are to be made at the beginning of the year. Seconded by Dave Kramer. All voted in favor. Motion carried.

b) The Blue Cross dental insurance plan coverage remains unchanged for 2021 with an annual increase in expense to the District of \$32.76 or 6.0%. Employees enrolled in the plan pay for ½ of their premiums. Motion made by Dave Kramer to renew the Blue Cross Blue Shield dental plan for 2021. Seconded by Eric Tyler. All voted in favor. Motion carried.

c) In 2020 the employee not enrolled in the health insurance plan received a \$2,450.00 insurance stipend payment. Motion made by Wes Bussell to pay the employee not enrolled in the Blue Cross health plan an insurance stipend payment of \$2,450.00. Seconded by Eric Tyler. All voted in favor. Motion carried.

**9. 2021 Budget Updates:**

a) Employee wages were updated to reflect the 2% increase approved at the September Board meeting. Wes Bussell stated that he plans on completing Cathy Kennedy's annual

review before the November Board meeting so that any merit increase can be approved and added to the budget before final approval.

b) On page 4, Capital Improvements, estimates are still needed for replacing the ditch railings and replacing doors. Todd said that John is waiting for a reply regarding the door estimate and is having a hard time finding anyone willing to do the railing replacement. Wes Bussell would like to see operators sketch out plans for the railings showing exactly what you want so these can be given to contractors.

**10. Approve reinvestment of Certificate of Deposit maturing 10/26/2020 in the amount of \$100,000:**

Motion made by Eric Tyler to move the \$100,000 from this CD at Home Federal and invest it with Edward Jones. Seconded by Ray Schuchard. Four board members voted in favor. Wes Bussell abstained. Motion carried.

**11. Approve reimbursement of sewer overcharges to the City of St. Charles in the amount of \$3,423.21:**

A resident of St. Charles has been incorrectly billed for water and sewer, for the last 4 years, due to the installation of an incorrect meter head at his home. The City of St. Charles has determined that the resident overpaid sewer fees by \$3,423.21 and is asking the District to reimburse this resident this amount of money. Motion made by Dave Kramer to reimburse the City of St. Charles in the amount of \$3,423.21 for overpaid sewer fees. This money will be repaid to the City of St. Charles since they originally made this payment to the District. Seconded by Eric Tyler. All voted in favor. Motion carried.

**11a. Discuss Utica hookup:**

The Board has previously given approval to Utica to look into the possibility of hooking up sewer services to the District. The City of Utica was told by the MPCA to have a plan by next March. A lot of questions need answering. Such as where will they connect to – a City of St. Charles lift station or the District’s lift station? Since they would be new users should each household be charged a SAC fee? The City of Utica needs to better define their plans to continue discussing this with the Sanitary District and the City of St. Charles. Wes Bussell suggested that this discussion be an ongoing item on the District’s monthly board meeting agenda.

**12. Other Business:**

a) The cities of Zumbrota, Mazeppa, Goodhue are looking at forming a Sanitary District. Wayne Getz and Wes Bussell have been asked to attend a meeting tomorrow in Zumbrota to provide some input. Maybe they will come away with some ideas to help out Utica.

There being no further business a motion was made by Dave Kramer, seconded by Wes Bussell, to adjourn the meeting at 7:49 pm. All voted in favor. Motion carried.

Respectfully Submitted,

*Cathy Kennedy*

Cathy Kennedy