

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

January 19, 2021

Members Present:

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

Staff:

John Brogan
Todd Tesch

1. Call to Order:

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

2. Set Agenda:

Wayne Getz is adding item 14a) discuss/approve extending the emergency paid sick leave/family leave policy to March 31, 2021 to the agenda. Motion made by Ray Schuchard to set agenda with the addition of item 14a. Seconded by Dave Iseminger. All voted in favor. Motion carried.

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

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

4. Appointment of Board Members:

David Kramer appointed by City of St. Charles. Tony Nelson appointed by City of Eyota. Eric Tyler appointed by City of Dover. Motion made by Wes Bussell to approve the appointment of these individuals to the Sanitary District's Board of Director's. Seconded by Dave Kramer. All voted in favor. Motion carried.

5. Oath of Office, Board Members:

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

6. Appointment of Director at Large:

Motion made by David Kramer to appoint Wes Bussell as Director at Large. Seconded by Dave Iseminger. 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:

Motion made by Wes Bussell to leave Officers as is with Wayne Getz as Chairman, Ray Schuchard as Vice-Chairman and 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 approve Bremer Bank, Home Federal Investments, and Edward Jones as the official depositories. Seconded by Dave Kramer. Wes Bussell abstained. Six members voted in favor. Motion carried.

10. Designate authorized checking account signers:

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

11. Designate District's Attorney:

Flaherty & Hood were contacted and have agreed to continue their services for 2021. Motion made by Wes Bussell to designate Flaherty & Hood as the District's Attorney for 2021. Seconded by Tony Nelson. All voted in favor. Motion carried.

12. Designate Official Publication:

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

13. Appoint Board Members to the Personnel Committee:

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

14a. Discuss/approve extending the emergency paid sick leave/family leave policy, related to COVID-19, until March 31, 2021:

Recent new legislation has extended, to March 31, 2021, the paid sick leave/family leave policy for COVID-19. However, beginning 1/1/2021 the sick leave paid is voluntary and not required to be paid by the employer. Wes Bussell pointed out that we need to take care of our employees. Motion made by Tony Nelson to extend the Emergency Paid Sick Leave for COVID-19 supplement to the personnel policy until March 31, 2021. Seconded by Wes Bussell. All voted in favor. Motion carried.

15. 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.

16. Plant Update:

- a) No violations for the month.
- b) Todd passed the Class D operator's test.
- c) Have switched ditches and clarifiers for the winter.

- d) The waterway project is finished and turned out nice.
- e) Salisbury Electric has installed the new MCC with soft starts for the brush rotors. Noble is working on getting a contact at EMCO in Minneapolis regarding salvage value of the old MCC, maybe worth \$400-\$2,000.
- f) Grant Raisanen, R & H Painting, stopped by and checked the manholes that were raised east of Eyota and provided a quote in the amount of \$26,017.20 to line manholes 27 through 31. Since this involves Franke's property the DNR will want to see the plan again. Mr. Raisanen has a connection at the DNR which may be helpful.
- h) In regards to new doors, received a quote from KBS in the amount of \$28,900.00 and a quote from Johnson Hardware in the amount of \$18,959.00. KBS gets the doors they use from Johnson Hardware.
- i) John Brogan stated that there is not enough in the budget for the manholes or the door replacement and is wondering if the \$40,000 budgeted for meters is necessary. He suggested initially purchasing one meter to see how it will work out and how many meters we ultimately need. He has a call in to find out the cost of one meter. If one meter is purchased then both the manhole and door projects could get completed this year. After further discussion it was decided that for I & I purposes, etc., that the manholes should get lined this year. Motion made by Wes Bussell to accept the quote, in the amount of \$26,017.20, from R & H Painting to line manholes 27 through 31 and table a decision on door replacement and interceptor meters until we have more information on the cost of the meters. Seconded by Ray Schuchard. All voted in favor. Motion carried.
- j) Todd Tesch completed the MPCA biosolids report and Todd Arlander was called to assist operators in completing the EPA biosolids annual report.

17. Discuss whether or not to advertise for land rent bids:

Current land rent agreement with Lee Jay Small expires 2/28/2021. Wayne Getz stated that Mr. Small is doing a good job and does what he says he is going to do, he is a good land steward. This past fall Mr. Small in addition to his own soil sampling he had samples tested to determine phosphorus levels which are now low enough to apply biosolids to our own land again. However, the point was made that his land rent has decreased from \$311.00 \$190.00/acre over the years. Mr. Small is interested in continuing to rent the land and would like a 5-year agreement. Motion made by Wes Bussell to have Wayne Getz, John Brogan, Todd Tesch discuss a new contract with Lee Jay Small and bring a proposed contract back to the Board for approval. Seconded by Dave Kramer. All voted in favor. Motion carried.

18. Discuss whether or not to advertise for lawn mowing bids:

Tony Nelson pointed out that there are a lot of small lawn mowing companies in the area and we should advertise for bids. Motion made by Wes Bussell to advertise for lawn mowing bids. Seconded by Tony Nelson. All voted in favor. Motion carried.

19. Approve making the Minnesota Public Facilities Authority interest payment in the amount of \$10,724.06 by ACH transfer:

Motion made by Tony Nelson to approve the ACH transfer for the Minnesota Public Facilities Authority interest payment, due 2/22/2021, in the amount of \$10,724.06. Seconded by Dave Iseminger. All voted in favor. Motion carried.

20. City of Utica update:

Wayne Getz spoke with Cindy Timm, Utica City Clerk, and they have 3-4 options that will be discussed at their February Council meeting.

21. Other Business:

Todd Tesch asked if the Board needed to approve the \$1.00 wage increase he is entitled to for obtaining the Class D license. Motion made by Wes Bussell to approve the \$1.00 per hour wage increase for Todd Tesch obtaining the Class D operator license. Seconded by Dave Kramer. All voted in favor. Motion carried.

There being no further business a motion was made by Tony Nelson, seconded by Dave Iseminger, to adjourn the meeting at 7:39 pm. All voted in favor. Motion carried.

Respectfully Submitted,

Cathy Kennedy

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