

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

**November 16, 2021**

**Members Present:**

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

**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:**

Motion made by Dave Iseminger to set the agenda as presented. Seconded by David Kramer. All voted in favor. Motion carried.

**3. Approve Minutes of the October 19, 2021 Regular Meeting:**

Motion made by Tony Nelson, seconded by Eric Tyler to approve the regular meeting minutes of October 19, 2021. All voted in favor. Motion carried.

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

Wes Bussell noted that under Summary of Assets on the agenda the amounts listed for Edward Jones and Home Federal investment amounts are switched around. Motion made by Eric Tyler approve Receipts and Disbursements/Summary of Assets. Seconded by Ray Schuchard. All voted in favor. Motion carried.

**5. Plant Update:**

a) No violations.

b) Kronebusch Waste Haulers completed the biosolids hauling on 11/5/2021 and 11/6/2021. A little over 500,000 gallons was applied on our own property. The remaining was applied to about 7 acres on the Ryan farm.

c) We have been checking manholes and have found three so far that should be lined. One is in the corner of Larry Small's yard, another is just north of Lee Jay Small's farm and the last one is on Bob Thomas's property west of Dover. Grant Raisanen, from Hyperline, will be stopping by tomorrow to look at these manholes to provide a quote for lining.

d) We have switched ditches and clarifiers for winter operations.

e) The oven in the lab quit working on Monday, 11/15/2021. It is a necessity since it is used anywhere from 1 to 5 times a week and a new one has been ordered. The cost is approximately \$900.00.

f) Todd noted that during the sludge haul the new concrete slab at the edge of the lagoon worked out well for containing the mess.

**6. Personnel Committee report:**

a) John Brogan's review was due in August and completed today. The Personnel Committee is recommending a \$.75 per hour merit increase retroactive to the first pay period after 8/31/2021. Motion made by David Kramer to approve John's review and the \$.75 per hour merit increase retroactive to the first pay period after 8/31/2021. Seconded by Wes Bussell. All voted in favor. Motion carried.

b) Cathy Kennedy's review is not due until January 2022 however it is being completed today for budget purposes. Personnel Committee is recommending a \$.50 per hour merit increase effective 1/1/2022 or the first full pay period of 2022. Motion made by David Kramer to approve Cathy's review and the \$.50 per hour increase effective 1/1/2022 or the first full pay period of 2022. Seconded by Dave Iseminger. All voted in favor. Motion carried.

c) The Personnel Committee is recommending moving the salary ranges by 3% and giving employees a 2% hourly wage increase. Wes Bussell presented a summary sheet that shows employee's compensation and benefits for 2022. Motion made by Ray Schuchard to approve the 3% increase in the salary ranges and a 2% increase in hourly wages. Seconded by Wes Bussell. All voted in favor. Motion carried.

**7. 2022 Budget updates:**

a) on page 4, \$20,000 was added for replacing doors/locks in the headworks and main building.

b) on page 4, \$15,000 was added for purchasing two additional interceptor flow meters. Motion made by Tony Nelson, seconded by Dave Iseminger to approve these two changes to the 2022 budget.

**8. Approve the reinvestment of the following Edward Jones Certificates of Deposit:**

a) CD in the amount of \$101,000, maturity date 12/1/2021.

b) CD in the amount of \$140,000, maturity date 12/7/2021.

Motion made by Wes Bussell to allow Wayne Getz and Cathy Kennedy to make the decision on reinvesting these Certificates of Deposit with Edward Jones. Seconded by David Kramer. All voted in favor. Motion carried.

**9. Other Business:**

There is no other business.

There being no further business a motion was made by David Kramer, seconded by Dave Iseminger, to adjourn the meeting at 7:19 pm. All voted in favor. Motion carried.

Respectfully Submitted,

*Cathy Kennedy*

Cathy Kennedy