

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

June 21, 2022

Members Present:

Wayne Getz
Eric Tyler
David Kramer
Wes Bussell
Ray Schuchard

Staff:

John Brogan
Todd Tesch

Absent:

Tony Nelson
Kevin Connor

1. Call to Order:

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

2. Set Agenda:

Motion made by Eric Tyler to set the agenda as presented. Seconded by Ray Schuchard. All voted in favor. Motion carried.

3. Approve Minutes of the May 17, 2022 Regular Meeting:

Motion made by Wes Bussell, seconded by David Kramer to approve the regular meeting minutes of May 17, 2022. 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. Plant Update:

a) No violations for the month.

b) Finished pumping down ditch #2 and will use it for decant in July while doing the annual toxicity testing.

c) The new chlorine and sulfur regulators have been installed. Need to do some replumbing to install the new injectors. This should be completed in the next week.

d) The waste pump on clarifier #1 quit and it has been taken to Electric Pump. We are waiting for a repair quote. It is an old pump and might make more sense to replace it with a new pump.

e) On June 30th Mark Hugeback will be here for a MPCA plant compliance inspection.

f) The pilot testing started on June 1st. A year ago, the total nitrogen was 29.7 and after making adjustments in the plumbing and rotors the current result is 6.3, which is below the MPCA's proposed new limit of 10. Operators don't think they will get similar results in the winter to be able to meet the proposed new limit for nitrogen.

g) Wes Bussell thanked Todd for the landscaping work he has done.

6. Discuss/Approve Sanitary Sewer Extension Permit Application for the Whitewater Industrial Park Third Subdivision in St. Charles:

Wayne Getz stated that Dan Pearson is going to open up the 3rd phase of the Industrial Park on the west side of Highway 74. Motion made by David Kramer to approve the Sanitary Sewer Extension Permit Application for the Whitewater Industrial Park Third Subdivision in St. Charles. Seconded by Wes Bussell. All voted in favor. Motion carried.

7. Personnel Committee Update:

a) Continuing the pay equity discussion, Wes Bussell is presenting a spreadsheet showing the effects on the budget of implementing Salary Range Proposal 2 and Salary Range Proposal 3. The new hourly rate he is using for John and Cathy are based on what percentage their current wage is of their top range amount. Those percentages are 96.9% and 98%, respectively. Wes has randomly chosen this method and the decision on the starting wage in the new ranges will need to be decided by the Board. Salary Range Proposal 2 increases the budget by 9.72% and Proposal 3 increases it by 14.51%. Todd's current wage is already higher than the ranges for Proposal 2 and 3. Wes suggests that Todd's wage would stay frozen until he catches up and could be paid a stipend until he does catch up. However, Todd could possibly be at the Class B range before a complete catch up is necessary. Wes Bussell's other spreadsheet shows, in Example 1, approximately how close an employee would be (using random amounts for cost of living increases) to the top of their range in 10 years using a step system. Examples 2 and 3 show the increases using the current method of moving the ranges. After discussing a step system it was agreed that it should be set aside for now. Motion made by Wes Bussell to adopt Salary Range Proposal 3 effective 1/1/2023 and the Board will decide at budget time if there should be full implementation in 2023 or half 1/1/2023 and the other half 1/1/2024. Seconded by David Kramer. All voted in favor. Motion carried.

For 2023 budget purposes the Board should decide now at what wage employees should start at in their range. It is generally agreed that the percentages of 96.9 for John and 98 for Cathy are too high. Eric Tyler suggested starting with a wage half-way between the low and high range numbers. This would put John's wage at \$37.26 and Cathy's at \$33.91. Wes Bussell is suggesting, for Todd, a stipend of \$1,600.00 based on 3% of his current wage of \$26.87 times 2080 hours. Motion made by Wes Bussell, effective 1/1/2023, to increase John Brogan's wage to \$37.26/hour and Cathy Kennedy's wage to \$33.91/hour which is the midpoint of the salary ranges in Proposal 3. Also, Todd Tesch is to receive a \$1,600.00 stipend 1/1/2023 in lieu of a wage increase. Seconded by Eric Tyler. All voted in favor. Motion carried.

8. Other Business:

a) A new \$100,000 Certificate of Deposit has been purchased with Edward Jones for a one-year term at 2.05%.

There being no further business a motion was made by Eric Tyler, seconded by Ray Schuchard, to adjourn the meeting at 8:04 pm. All voted in favor. Motion carried.

Respectfully Submitted,

Cathy Kennedy

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