

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

**December 20, 2022**

**Members Present:**

Wayne Getz  
Wes Bussell  
Ray Schuchard  
David Kramer  
Cheryle Ihrke  
Tony Nelson  
Eric Tyler

**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 Wes Bussell to set the agenda as presented. Seconded by Eric Tyler. All voted in favor. Motion carried.

**3. Approve Minutes of the November 15, 2022 Regular Meeting:**

Referring to item #7 in the November 15, 2022 minutes Wes Bussell stated that he made the motion to invest \$100,000 in a new CD with Edward Jones. He stated that in full disclosure he has personal investments with Edward Jones. Motion made by Ray Schuchard, seconded by Cheryle Ihrke to approve the regular meeting minutes of November 15, 2022. All voted in favor. Motion carried.

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

Eric Tyler had two questions on the November income statement. The first under plant staff wages, why is November 2021 so much higher than November 2022? This is due to having 3 pay periods in November 2021 and only 2 in November 2022. The other question why is there \$2707.50 in training expense for 2021 and zero in 2022. Cathy stated that she has not yet received an invoice from the City of St. Charles for the training classes that the operators attend. Motion made by Tony Nelson 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. As the weather gets colder it is harder to keep nitrogen levels down.
- b) Pipe Detectives has finished the interceptor televising. Operators are not quite finished reviewing the report but noted that there are a couple of areas, so far, that will need work.
- c) We switched ditches and clarifiers for the winter.
- d) The VFD at the lift station has been installed and are waiting for Automatic Systems to program it.
- e) A PFAS study on the District's ag ground will be done in the spring.

f) Regarding the flow meters, one meter has been reset. They have them reading closer but still not quite there yet.

g) Tom Dye was unable to attend tonight's meeting to discuss DO & ORP equipment. He sent John an email stating that the cost of this equipment is approximately \$11,000. These probes need to be installed to achieve the new limits in the permit. We do have 6 years to complete but we should get this part done. We don't know what might come up unexpectedly. John needs to get more information on these probes before ordering and will have it for the January meeting.

**6. Tom Dye, discuss nitrogen removal, meters:**

Tom Dye was unable to attend tonight's meeting. John gave an update with the plant report.

**7. Adopt Resolution 22-03, Resolution Establishing Fine and Fee Rates for 2023:**

Motion made by Tony Nelson to adopt Resolution 22-03, Resolution Establishing Fine and Fee Rates for 2023. Seconded by Cheryle Ihrke. All voted in favor. Motion carried.

**8. Adopt Resolution 22-04, Establishing the 2023 Budget:**

Motion made by Ray Schuchard to adopt Resolution 22-04, Establishing the 2023 Budget. Seconded by Cheryle Ihrke. 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 Eric Tyler, to adjourn the meeting at 7:10 pm. All voted in favor. Motion carried.

Respectfully Submitted,

*Cathy Kennedy*

Cathy Kennedy