

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

October 17, 2023

Members Present:

Wayne Getz
Ray Schuchard
Wes Bussell
Cheryle Ihrke
Eric Tyler

Staff:

John Brogan
Todd Tesch

Absent:

Tyrel Clark
David Kramer

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 September 19, 2023 Regular Meeting:

Motion made by Cheryle Ihrke, seconded by Eric Tyler to approve the regular meeting minutes of September 19, 2023. All voted in favor. Motion carried.

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

Motion made by Wes Bussell to approve Receipts and Disbursements/Summary of Assets. Seconded by Ray Schuchard. All voted in favor. Motion carried.

5. Plant Update:

- a) No violations for the month.
- b) Winona Welding has removed the old beams in ditch #1 and replaced with new beams. They did a very good job.
- c) We have switched ditches and are decanting the sludge storage lagoon into ditch #2 to prepare for biosolids application.
- d) Benike has installed all the new doors and frames. They need to come back to grout the frames. Todd has painted the new doors and frames.
- e) One additional quote for a new truck crane was obtained from Tiger Crane in the amount of \$20,446.20. The two previous quotes from Universal Truck and Equipment were in the amounts of \$31,101.00 and \$34,700.00. The size, etc. of the Tiger Crane is more than sufficient to do the work that we need. We could have the Tiger Crane by the beginning of February where the others are 42 weeks out. John Brogan would install the crane himself. Motion made by Cheryle Ihrke to purchase the crane from Tiger Crane in the amount of \$20,446.20. Seconded by Ray Schuchard. All voted in favor. Motion carried.

- f) On 10/11/2023 John and Todd attended the MWOA Southeast Section meeting. They each received 6 hours of continuing education hours. They talked to someone there regarding interceptor meters and this individual is going to install 2 meters, free of charge, next spring and see how they work.
- g) Electric Pump will install the new lift station pump in the middle of November.
- h) In October of 2024 we will host the MWOA section meeting here.
- i) Eric Tyler asked if there is documentation of when new pumps are installed and existing pumps are serviced and the answer is yes.
- j) John has been trying to contact Hydro Klean regarding the installation of the interceptor liner and they are not returning phone calls.

6. Adopt Resolution 23-01, Establishing Sanitary Sewer Rate for 2024:

Motion made by Wes Bussell to adopt Resolution 23-01, Establishing Sanitary Sewer Rate for 2024 at \$7.01 per thousand gallons. Seconded by Cheryle Ihrke. All voted in favor. Motion carried.

7. Adopt Resolution 23-02, Establishing the Sanitary Sewer Service Availability Charge (SAC) Fee for 2024:

Motion made by Wes Bussell to adopt Resolution 23-02, Establishing the Sanitary Sewer Service Availability Charge (SAC) Fee for 2024 at \$2,640.00. Seconded by Eric Tyler. All voted in favor. Motion carried.

8. Employee health and dental insurance renewal for 2024:

a) There is an 8.7%, or \$193.58, increase in the monthly premium for the current Blue Cross Blue Access health insurance plan for 2024. The deductible has increased from \$2,500.00 to \$2,600.00. Motion made by Wes Bussell to continue with the Blue Cross Blue Access Plan 653 for 2024. Seconded by Ray Schuchard. All voted in favor. Motion carried.

b) Motion made by Wes Bussell to increase the District's contribution to the employees health savings account to \$2,200.00 from \$2,100.00. Seconded by Cheryle Ihrke. All voted in favor. Motion carried.

c) Motion made by Wes Bussell to make the entire contribution to the employees health savings account at the beginning of the year. Seconded by Eric Tyler. All voted in favor. Motion carried.

d) There is a 4.9%, or \$4.00, increase in the monthly premium for the current Blue Cross Preferred Dental Plan. The employee pays half of the monthly premium for the plan. Motion made by Wes Bussell to continue with the Blue Cross Preferred Dental plan for 2024. Seconded by Ray Schuchard. All voted in favor. Motion carried.

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

9. 2024 Budget updates:

a) The truck crane purchase amount on page 4 will need to be adjusted.

b) The estimated expense for employee health/dental insurance has been adjusted to the actual.

10. Update on Request for Proposals for Auditing Services:

A spreadsheet showing the individuals/firms that have been contacted to submit a proposal for auditing services is included in the packet. Cathy was contacted by Clifton Larson Allen with questions about the District. Otherwise, there have been no proposals submitted yet.

11. Personnel Committee Update:

Regarding the sick & safe time policy, David Kramer discovered the following statement on the MN Department of Labor and Industry's website:

“What ESST [Earned Sick and Safe Time] responsibilities does an employer have if it already provides leave?

A paid time off (PTO) plan or other type of paid leave (including sick or vacation time) can satisfy the ESST law if the plan meets Minnesota's ESST requirements. Nothing prohibits an employer from providing more generous leave policies than the minimum required by the ESST law.

The name of the employer's paid time off or other paid leave policy does not matter. It does not have to be called "earned sick and safe time" to meet the requirements of the law.”

Everyone is in agreement that the District's current PTO program satisfies the minimum requirements of the ESST law. There will just need to be some wording changes made to the personnel policy.

12. Other Business:

a) John Brogan's cell phone ended up in the splitter box and they were not able to get it out. Therefore, he had to replace his cell phone and pay a \$250.00 deductible. Operators need their phones since they are on call. Motion made by Wes Bussell to have the District reimburse John for the \$250.00 deductible. Seconded by Ray Schuchard. All voted in favor. Motion carried.

There being no further business a motion was made by Wes Bussell, seconded by Eric Tyler, to adjourn the meeting at 7:30 pm. All voted in favor. Motion carried.

Respectfully Submitted,

Cathy Kennedy

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