

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

**June 20, 2023**

**Members Present:**

Wayne Getz  
Ray Schuchard  
Wes Bussell  
Cheryle Ihrke  
Eric Tyler  
Tyrel Clark

**Staff:**

John Brogan  
Todd Tesch

**Absent:**

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 agenda as presented. Seconded by Cheryle Ihrke. All voted in favor. Motion carried.

**3. Approve Minutes of the May 16, 2023 Regular Meeting:**

Motion made by Wes Bussell, seconded by Ray Schuchard to approve the regular meeting minutes of May 16, 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 Eric Tyler. All voted in favor. Motion carried.

**5. Plant Update:**

a) No violations for the month.

b) We will switch ditches after another nitrogen test is done.

c) GNE was here and installed the new grit classifier which is working well. They should be back in the next couple of weeks to work on the bar screen.

d) Benike Construction has provided a quote, in the amount of \$39,965, to replace/repair 7 doors. Motion made by Ray Schuchard, seconded by Cheryle Ihrke to accept Benike Construction's quote in the amount of \$39,965 for door replacement/repair. All voted in favor. Motion carried.

e) John has received a revised quote from Electric Pump for the replacement of pump #3 at the lift station. The price of a new pump is \$97,639.75, which includes a 5% discount for paying the total invoice, which will not be billed until after 1/1/2024. The District will provide new guide rails which Electric Pump will install at no extra cost. Motion made by Wes Bussell to accept Electric Pump's quote, in the amount of \$97,639.75, for a new Flygt pump for the lift station. Seconded by Eric Tyler. All voted in favor. Motion carried.

f) The sleeve liner for the interceptor has been ordered. We are waiting for Hydro Klean to schedule installation which will hopefully be next month.

g) Eric Tyler asked about the interceptor meters. John Brogan stated that they are working correctly and collecting data. We need another month's worth of readings and then will obtain water tower readings to compare data.

**6. Personnel Committee:**

a) Todd Tesch's annual review has been completed. Wes Bussell pointed out that in 2021 Todd passed the Biosolids and Class D license test and in 2022 passed the Class C license test. In October 2024 he will take the Class B license test. He is at his maximum wage for his salary range. Because of this he was given a stipend of \$1,600 on 1/1/2023 and the personnel committee is recommending a one time merit payment of \$400.00. Motion made by Eric Tyler to adopt Todd Tesch's performance review and pay him a one-time merit payment of \$400.00. Seconded by Ray Schuchard. All voted in favor. Motion carried.

b) Regarding the Class B license test, to assist in preparing for this test Todd would like approval to take 3 classes and purchase related books. Also, by taking these classes he can cut time off the waiting period and take the Class B test earlier than October 2024. Motion made by Wes Bussell, seconded by Tyrel Clark to approve these expenditures related to preparing for the Class B license test. All voted in favor. Motion carried.

**7. Discuss grease and hazardous waste disposal amongst Dover, Eyota, St. Charles customers:**

Wes Bussell asked operators if there are issues with restaurants, etc. dumping grease. John Brogan said that there is not an issue and all restaurants have grease dumpsters. John also said that there is no regular schedule of communication, and it has been a couple of years since business owners were reminded about grease disposal.

Wes Bussell would like for there to be a regular schedule of communication with all restaurants, etc. regarding grease dumping and it should also be documented. Cheryle Ihrke asked if we have a policy and are fines issued if someone was dumping something they shouldn't be. The answer is no and, in these situations, the MPCA would be contacted to handle the matter.

**8. Other Business:**

a) A \$100,000 CD matured on 5/26/2023 which was reinvested for 2 years at 4.9%. The amount of the new CD is \$104,000.

There being no further business a motion was made by Tyrel Clark, seconded by Cheryle Ihrke, to adjourn the meeting at 7:25 pm. All voted in favor. Motion carried.

Respectfully Submitted,

*Cathy Kennedy*

Cathy Kennedy