

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

**October 15, 2024**

**Members Present:**

Wayne Getz  
Eric Tyler  
Tony Nelson  
Ray Schuchard

**Staff:**

John Brogan

**Guest:**

Tom Dye, MSA

**Absent:**

Cheryle Ihrke  
David Kramer  
Tyrel Clark

**1. Call to Order:**

Chairperson 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 Ray Schuchard. All voted in favor. Motion carried.

**3. Tom Dye, MSA, update on facility plan:**

A requirement of the facility plan is to include a future design flow. It was discovered that the SCADA system had not been recording flows, (the data is needed for the facility plan), as it should have been and all past data was lost. Automatic Systems fixed the problem however, there is a limited amount of influent flow data available and recently there have been no rain events for which they also need data. There is not enough time now to gather an appropriate amount of data to submit a complete facility plan by the November 1, 2024 deadline. MSA asked the MPCA for an extension to submit the facility plan by March 7, 2025. MPCA replied that the District will incur a violation of the permit if the plan is not submitted until March 7, 2025. One individual with the MPCA indicated that a violation would not be a monetary violation only a notice of violation. Tom Dye stated that there are 3 options: a) submit facility plan by the original due date of November 1, 2024 with the data that is obtained by that time, b) wait and submit the plan March 7, 2025 and incur a violation, c) make a major permit modification and pay an application fee of \$1,240.00. Tony Nelson pointed out that we can't be certain that a monetary fine won't be assessed for violating the terms of the permit. Everyone agrees that Tom Dye should send the information they have to the MPCA to meet the November 1, 2024 deadline.

**4. Approve Minutes of the September 17, 2024 Regular Meeting:**

Motion made by Ray Schuchard, seconded by Eric Tyler to approve the regular meeting minutes of September 17, 2024. All voted in favor. Motion carried.

- 5. Approval of Receipts and Disbursement/Summary of Assets:**  
Motion made by Tony Nelson to approve Receipts and Disbursements/Summary of Assets. Seconded by Eric Tyler. All voted in favor. Motion carried.
- 6. Plant Update:**
- a) No violations this month.
  - b) Winona Welding and Sandblasting has completed the steel work on ditch #2. At the same time we installed the jet circulation manifold on the floor of the ditch.
  - c) The lagoon has been decanted and started mixing it today. We are going to pull the samples Thursday and hopefully apply biosolids by the end of the month.
  - d) Tom Dye will be back on Friday to explain the Nuvoda process that could possibly be used to help with the nitrogen removal process in the colder months. Afterwards we will travel to Winona Wastewater Treatment Facility to see the pilot program using the Nuvoda process they are currently running.
  - e) We will be spending about \$900 on new truck tires.
  - f) City of St. Charles will be using our large pump to drain a pond.
- 7. Adopt Resolution 24-01, Establishing Sanitary Sewer Rate for 2025:**  
Motion made by Ray Schuchard to adopt Resolution 24-01, Establishing Sanitary Sewer Rate for 2025. Seconded by Eric Tyler. All voted in favor. Motion carried.
- 8. Adopt Resolution 24-02, Establishing the Sanitary Sewer Service Availability Charge (SAC) Fee for 2025:**  
Motion made by Tony Nelson to adopt Resolution 24-02, Establishing the Sanitary Sewer Service Availability Charge (SAC) Fee for 2025. Seconded by Eric Tyler. All voted in favor. Motion carried.
- 9. 2025 Budget updates:**
- a) updated the 2026-2029 CIP plan adding \$150,000 per year for projects to be determined in the future.
  - b) added two circulation pumps, tuckpoint/painting of main building to Capital Improvements on page 4 of the proposed 2025 budget.
  - c) on page 3, added \$1,000 to both accounts #66510 and #66520, Equipment Repairs & Maintenance accounts.
  - d) Regarding engineering expense, Ton Dye estimates that the District will spend at least \$200,000 in 2025.
  - e) In Capital Improvements, on page 4, the probes should be moved to 2025.
- 10. Other Business:**
- a) \$114,000 CD matured 9/24/2024, reinvested \$121,000.00, 3.75%, 2-year term.
  - b) \$115,000 CD matured 10/1/2024, reinvested \$115,000.00, 3.7%, 2-year term.

There being no further business a motion was made by Tony Nelson, seconded by Ray Schuchard, to adjourn the meeting at 7:25 pm. All voted in favor. Motion carried.

Respectfully Submitted,

*Cathy Kennedy*

Cathy Kennedy