

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

**January 16, 2024**

**Members Present:**

Wayne Getz  
Ray Schuchard  
Eric Tyler  
Cheryle Ihrke  
Tyrel Clark  
Tony Nelson

**Staff:**

John Brogan  
Todd Tesch

**Guest:**

Tom Dye, MSA Professionals

**Absent:**

David Kramer

**1. Call to Order:**

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

**2. Set Agenda:**

The agenda is amended to change item 4b) to read Tony Nelson, City of Eyota. Motion made by Tyrel Clark to set the agenda with the change to item 4b. Seconded by Eric Tyler. All voted in favor. Motion carried.

**3. Approve Minutes of the December 19, 2023 Regular Meeting:**

Motion made by Ray Schuchard, seconded by Cheryle Ihrke to approve the regular meeting minutes of December 19, 2023. All voted in favor. Motion carried.

**4. Appointment of Board Members:**

Wayne Getz appointed by City of St. Charles. Tony Nelson appointed by City of Eyota. Cheryle Ihrke appointed by City of Dover. Motion made by Tyrel Clark to approve the appointment of these board members. Seconded by Ray Schuchard. All voted in favor. Motion carried.

**5. Oath of Office, Board Members:**

Wayne Getz, Tony Nelson, Cheryle Ihrke took the oath of office. Cathy Kennedy acted as Notary for the signatures.

**6. Appointment of Director at Large:**

Motion made by Tyrel Clark to appoint Ray Schuchard as the Director at Large. Seconded by Cheryle Ihrke. All voted in favor. Motion carried.

**7. Oath of Office of Director at Large:**

Ray Schuchard took the oath of office. Cathy Kennedy acted as Notary for the signature.

**8. Tom Dye, MSA Professionals, discuss nitrogen removal.**

In reference to the new nitrogen limit imposed in the NPDES permit, we have until November 2029 to complete improvements/upgrades to the plant to achieve the new

nitrogen limit. Operators have been modifying plant operations and doing additional testing which is largely successful in the warmer months but are unable to achieve the limit in colder weather. Other plant modifications need to be considered. Tom Dye stated that one of the first steps is to prepare a facility plan. A facility plan is a 20 year plan of improvements, however they don't all need to be completed just because they are included in the facility plan. He has handed out a printed summary outline of what should be included in the facility plan. An application also needs to be submitted to the MPCA to be placed on the Project Priority List. The Project Priority List is used to assist in securing project funding. Tom Dye mentioned, that due to the issues with obtaining construction materials, they have found that we need to allow two seasons for construction. Wayne Getz asked about covering the ditches and Tom Dye said that will be looked at as an option. The Board agrees that a facility plan needs to be completed. Tom Dye will attend either the February or March Board meeting with a proposal to provide services to the District.

**9. Election of Officers:**

Motion made by Tyrel Clark to leave Officers as is with Wayne Getz as Chairman, Ray Schuchard as Vice-Chairman and David Kramer as Secretary-Treasurer. Seconded by Eric Tyler. All voted in favor. Motion carried.

**10. Designate Official Depositories:**

Motion made by Tony Nelson to approve Bremer Bank and Edward Jones as the official depositories. Seconded by Eric Tyler. All voted in favor. Motion carried.

**11. Designate authorized checking account signers:**

Motion made by Tyrel Clark to have Wayne Getz, Ray Schuchard, Cheryle Ihrke and Tony Nelson as an authorized checking account signers. Seconded by Eric Tyler. All voted in favor. Motion carried.

**12. Designate District's Attorney:**

Flaherty & Hood were contacted and have agreed to continue their services for 2024. Motion made by Ray Schuchard to designate Flaherty & Hood as the District's Attorney for 2024. Seconded by Cheryle Ihrke. All voted in favor. Motion carried.

**13. Designate Official Publication:**

Motion made by Eric Tyler to designate the St. Charles Press as the official publication for the District. Seconded by Tyrel Clark. All voted in favor. Motion carried.

**14. Appoint Board Members to the Personnel Committee:**

2023 members were Wayne Getz, Wes Bussell, Cheryle Ihrke. Motion made by Tyrel Clark to appoint Wayne Getz, Tony Nelson and Cheryle Ihrke to the Personnel Committee. Seconded by Ray Schuchard. All voted in favor. Motion carried.

**15. Appoint Board Members to Investment Committee:**

2023 members were Wayne Getz, Wes Bussell, David Kramer. Motion made by Cheryle Ihrke to appoint Wayne Getz, David Kramer and Tyrel Clark to the Investment Committee. Seconded by Ray Schuchard. All voted in favor. Motion carried.

**16. Authorize Wayne Getz and Cathy Kennedy to make the reinvestment decisions for all Edward Jones Certificates of Deposit maturing in 2024:**

Motion made by Ray Schuchard to allow Wayne Getz and Cathy Kennedy to make the reinvestment decisions for all Edward Jones Certificates of Deposit maturing in 2024. Seconded by Cheryle Ihrke. All voted in favor. Motion carried.

**17. 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.

**18. Review Bids submitted for sale of 2006 Polaris Ranger:**

An advertisement for the sale of the 2006 Polaris Ranger was placed in the St. Charles Press with a deadline of January 12, 2024 to submit bids to the Sanitary District. Two bids were received. One from Jim Peterson in the amount of \$1,225.00 and the other from Steve Ellinghuysen in the amount of \$5,050.00. Motion made by Cheryle Ihrke to sell the 2006 Polaris Ranger, for the amount of \$5,050.00, to Steve Ellinghuysen. Seconded by Tony Nelson. All voted in favor. Motion carried.

**19. Plant Update:**

a) No violations for the month.

b) Needed to replace a sensor on the makeup air unit in the headworks building.

c) We are going to pull the old crane off the mechanics truck and get it ready for the new crane.

d) John would like to attend the MRWA Conference in St. Cloud, March 5<sup>th</sup>-7<sup>th</sup>. The registration fee is \$275.00 plus room and meals. Motion made by Tyrel Clark to approve John's attendance at the MRWA Conference in March. Seconded by Eric Tyler. All voted in favor. Motion carried.

e) We have a water leak on the west side of building. It is either the pipe up to the lagoon or an effluent pipe. Will need to wait for warmer weather to repair.

**20. Discuss whether or not to advertise for bids for lawn mowing:**

The lawn mowing agreement with Bill Goetz ended with the 2023 mowing season. We have already determined that it would not pay for the District to buy their own mower. The last 4 years Bill Goetz has charged \$700.00 per mowing season and does a decent job. Motion made by Eric Tyler to have Bill Goetz continue to do the lawn mowing. Seconded by Cheryle Ihrke. All voted in favor. Motion carried.

**21. Other Business:**

There is no other business.

There being no further business a motion was made by Cheryle Ihrke, seconded by Eric Tyler, to adjourn the meeting at 7:36 pm. All voted in favor. Motion carried.

Respectfully Submitted,

*Cathy Kennedy*

Cathy Kennedy