

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

June 18, 2024

Members Present:

Wayne Getz
Eric Tyler
David Kramer
Tyrel Clark
Ray Schuchard

Staff:

John Brogan
Todd Tesch

Guests:

Craig Popenhagen, CLA
Charlie Becker, CLA

Absent:

Tony Nelson
Cheryle Ihrke

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. CliftonLarsonAllen to present the 2023 audit report:

Mr. Popenhagen highlighted a few items in the audit report:

- a) on page 2, the “Basis for Opinion” is important. It states that the audit evidence that they have obtained is sufficient and appropriate to provide a basis for our audit opinion.
- b) also on page 2, is a statement regarding the fact that other auditors provided the 2022 audit.
- c) on page 6, accounts receivable is considerably less than 2022. Under noncurrent assets, there is a new line item “Certificates of Deposit, Noncurrent” to include CD’s with a maturity of more than one year.
- d) on page 7, sewer revenues were consistent with previous year. Repairs and maintenance were down due to interceptor televising done in 2022. Salaries and wages, and also utilities were higher than 2022. Interest income was up considerably due to higher CD interest rates. The bottom line is \$106,282 which is not far off from \$111,048 in 2022.
- e) Effective 1/1/2023, the District adopted GASB Statement No. 96, Subscription Based Information Technology Agreements (SBITA). Any agreements longer than a year fall into this category and currently does not apply to the District.
- d) There were significant plant and equipment additions such as new doors, grit classifier package, steel beams, raptor rebuild.

On page 4, in regards to the statement “management has omitted the Management’s Discussion and Analysis” David Kramer asked if CLA could add this to the audit report. CLA’s opinion is that the basic financial statements are not affected by this missing information and feel that it’s not necessary to add it to the report. CLA did point out that on page 28 there is a schedule comparing the budget to actual expenses, capital outlay and debt service which is basically the same thing. On page 9, Note #1, David Kramer pointed out that Dover and Eyota are in Olmsted County and not Winona County.

Motion made by Tyrel Clark to approve the 2023 audit report prepared by CliftonLarsonAllen. Seconded by David Kramer. All voted in favor. Motion carried.

4. Approve Minutes of the May 21, 2024 Regular Meeting:

Motion made by Tyrel Clark, seconded by Ray Schuchard to approve the regular meeting minutes of May 21, 2024. All voted in favor. Motion carried.

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

Motion made by David Kramer 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) We are in the process of doing extra sampling as requested by Tom Dye. They will take this extra data and model the plant to see if they are able to duplicate in the winter months what we are achieving in the summer months.

c) Electric Pump was here on 6/13/2024 to complete the annual pump inspection at the lift station. Everything looks good.

d) Mark Hugeback, with the MPCA, was here today, 6/18/2024, for a plant compliance inspection and operational tour. MPCA wants each city to have an employee with a collections license. Currently Dover does not have one and the MPCA will be contacting Dover regarding this.

e) The crane has been installed and we now need to do a stability test. The crane will not work if this test is not done.

f) Ford has done away with the new pickup program so we will be needing to put new tires on the truck.

g) John will be presenting a Bio Solids class at the MWOA annual conference on July 25th.

h) John has attempted to contact Winona Welding regarding the replacement of the beam in the ditch.

7. Other Business:

There is no other business.

There being no further business a motion was made by Eric Tyler, seconded by Tyrel Clark, to adjourn the meeting at 7:27 pm. All voted in favor. Motion carried.

Respectfully Submitted,

Cathy Kennedy

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