

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

September 17, 2024

Members Present:

Wayne Getz
Eric Tyler
David Kramer
Cheryle Ihrke
Ray Schuchard
Tyrel Clark

Staff:

Todd Tesch
John Brogan

Absent:

Tony Nelson

1. Call to Order:

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

2. Set Agenda:

Motion made by Cheryle Ihrke to set agenda as presented. Seconded by Eric Tyler. All voted in favor. Motion carried.

3. Approve Minutes of the August 20, 2024 Regular Meeting:

Motion made by Cheryle Ihrke, seconded by Ray Schuchard to approve the regular meeting minutes of August 20, 2024. All voted in favor. Motion carried.

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

Motion made by Tyrel Clark to approve Receipts and Disbursements/Summary of Assets. Seconded by David Kramer. All voted in favor. Motion carried.

5. Plant Update:

a) No violations this month.

b) Benike has provided a quote in the amount of \$39,290.00 to tuckpoint and paint the exterior of the main building. We can approve the quote now to lock in this rate and schedule the work for next year. Motion made by David Kramer to approve the quote from Benike for tuckpointing/painting the main building in the amount of \$39,290.00. The work will be completed next year. Seconded by Ray Schuchard. All voted in favor. Motion carried.

c) A quote was received from Electric Pump for two new circulation pumps for the oxidation ditches. They quoted \$112,150.00 plus tax for the two pumps and accessories and \$5,700.00 plus tax for installation. This work is planned for 2025 however, Electric Pump will honor this price if we let them know before the end of the year.

d) After a thunderstorm on 8/27/2024 we received a high wet well alarm call from the lift station. Apparently, a lightning strike shorted out the transducer. Automatic Systems replaced the transducer and we also purchased a spare one to have on hand. Once the invoice is received this will be turned into LMC Insurance.

e) In the SCADA system the trending graph quit recording. Automatic Systems had to rewrite the program. We lost all the historical data which Tom Dye needs to use in preparing the Facility Plan. Tom Dye will be asking the MPCA to extend the deadline for submitting the facility plan from this November to early March 2025. The end of March is the deadline to qualify for state funding and the facility plan needs to be submitted prior to this.

f) On 9/9/2024 Winona Welding was here to remove old framework from ditch #2. They hope to install the new steel next week. Operators have sand bagged the area where the installation will take place.

g) Last Friday, 9/13/2024, there was a group of home schoolers here for a tour.

6. Capital Improvement Plan update:

a) Need to add \$117,850.00 to 2025 CIP for two circulation pumps.

b) Need to add \$39,290.00 to 2025 CIP for tuckpoint/painting of the main building.

c) There is no decision yet on the interceptor meters

d) At this time there is not much planned for the years 2026 through 2029. David Kramer suggested allocating a lump sum of \$150,000 to each year from 2026 through 2029 to be assigned to specific projects as they arise.

Motion made by David Kramer to incorporate the cost of the two circulation pumps and the cost of tuckpointing/painting into the 2025 CIP budget. Motion also includes adding \$150,000 to each year from 2026 through 2029. Seconded by Eric Tyler.

All voted in favor. Motion carried.

7. Review first draft of 2025 budget:

a) Items highlighted in yellow in the proposed 2025 budget are numbers that will change as more information is obtained.

b) On page 1, account 64010 – Engineering-Tom Dye: the question was asked as to whether the budgeted amount of \$5,000 is adequate. His current fees are covered under the Facility Plan contract to be completed early next year however, we will require additional services as the plant updates are decided upon. John Brogan will talk to Tom Dye to get a general idea of what that number might be to include in the budget.

c) On page 3, account 66530, Interceptor Sewer – Manholes: \$20,000 has been in the budget each year for a few years now with no actual manhole work being completed in 2023 and probably not any being planned for the remainder of 2024. Should the \$20,000 in the budget be reduced? John Brogan stated that this amount should remain in the budget. There is one manhole that needs work and by the time they are checked again more repairs could be needed.

8. Set Sewer Rate for 2025. The current sewer rate is \$7.01 per 1,000 gallons:

Spreadsheets were presented showing the effects of a 1%, 2% and 3% increase on finances. For the last few years the sewer rate increase has averaged out to 2% per year so, it is the general consensus that the increase should be 2% for 2025. Motion made by David Kramer to keep the increase stable and raise the rate 2% for 2025. Seconded by Cheryl Ihrke. All voted in favor. Motion carried.

9. Set SAC fee for 2025. The current SAC fee is \$2,640.00:

It is still the opinion of the Board that the District needs the SAC fees as a source of income to pay for capital improvements. Motion made by Tyrel Clark to leave the SAC fee at \$2,640.00 for 2025. Seconded by Ray Schuchard. All voted in favor. Motion carried.

10. Other Business:

a) \$113,000 CD matured on 9/3/2024, reinvested \$117,000 in a 2-year CD at 3.95%.

There being no further business a motion was made by David Kramer, seconded by Eric Tyler, to adjourn the meeting at 7:34 pm. All voted in favor. Motion carried.

Respectfully Submitted,

Cathy Kennedy

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