

ALEXANDRIA LAKE AREA SANITARY DISTRICT

Minutes August 14, 2024

The regular meeting of the Alexandria Lake Area Sanitary District Board was held August 14, 2024, at the ALASD Maintenance Building located at 2201 Nevada Street, Alexandria, Minnesota.

The Board of Directors meeting was called to order by Chairman Thalman at 5:30 P.M.

Members and staff present: Directors: Bowen, Dahlheimer, Eldevik, Lerohl, Nettetstad, Rentz, Sternquist, Thalman, Tvrdik & Waldorf. Absent: Diedrich, Niblett

Staff: Executive Director Gilbertson, Plant Supt. Drewes, Collection Supt. Timm, HR Bergs, Engineer Bye. Absent: Office Manager Kluver Guest(s): Kelsey Larson, ABDO (Zoom)

A motion was made by Rentz to approve the consent agenda items including:

- Treatment Facility Report
- Collection System Report
- Engineers Report
- List of Bills
- Report on Revenues/Expenditures
- Report of Investments
- Revenue-ALP Billing
- Monthly Dashboard Summary
- Monthly Board Minutes

Seconded by Nettetstad. Motion carried.

Presentations and Reports:

- Chairman Thalman called upon Executive Director Gilbertson to give Office Manager Kluver's report. Kluver report included developing the Deferred/Postponed Assessment Policy and Procedures for the ALASR Sewer Extension Project, working with attorney on acquiring the needed easements for the ALASR Sewer Extension Project, working with ABDO on journal entries for new accounting entry changes and finally notable payments made this month.
- Chairman Thalman called upon Plant Superintendent Drewes. Drewes's report included: ALP installed a recorder for electrical demand on the aeration blowers and reprogrammed them for a soft start to reduce the electrical demand, WIMS was reinstalled on a separated server, replaced solenoid valve on ploy pump for the centrifuge, performed testing on the centrifuge to see if we could improve dryness of cake and lessen polymer use, cleaned effluent sample line from outfall, working on filter #2 repairs, changed filters on air handlers, changed filters on digester blower #1, changed air filters on chiller, changed filters in main lift station and blower room, changed belts on main building exhaust fans, spreader maintenance was completed, repaired administration building sprinkler system, sealed cracks in sidewalk, repaired glycol leaks in the boiler system, repaired AC unit in Headworks mechanical room, and finally general maintenance, cleaning and lawn care.

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- Chairman Thalman called upon Collection System Superintendent Brad Timm. Timm's report included upgrades to E-ONE residential grinder station (LMR-2), LS 5 upgrade with a bypass, new pump stands, and discharge piping, Thul Specialty repaired four manholes, Tradesman Construction repaired two broken cleanouts with the help of Sarah's hydrovac and ALASD, Hyperline grouted/repared mini lift station AGS-13, removed and replaced pump at LS 45 and and at IR-9, Collection system completed vac/flush of 6 lift stations and 49 mini lift stations completing the annual vac/flush service for both tasks, 220 line segments jetted, 19 lift station annual inspections, televised 61 lines, 13 service collection inspections and 758 locates, and finally Keith Kramer and Brad Timm attended the MWOA 47th Annual Conference where Timm was awarded Outstanding Operator of the Year for 2024 Class SA.
- Chairman Thalman called upon Engineer Bye. Bye's report included updates on the LS One/Forcemain Improvement update, LS 66 & Forcemain Improvements, LS17 Forcemain Replacement, future projects, GIS updates, and finally ALASR updates.

Public Presentations:

- MWOA Outstanding Operator of the Year award for 2024 Class SA went to Collection System Superintendent Brad Timm.
- Kelsey Larson, CPA (ABDO) presented the Board the ALASD Annual Financial Audit for FY2023.
- Executive Director Gilbertson presented to the Board the first reading of the ALASD FY2025 Budget.

Action Items:

A motion was made by Dahlheimer to approve Authorization to advertise and schedule public hearing regarding the ALASD FY 2025 Annual Budget. Seconded by Waldorf. Motion carried.

A motion was made by Waldorf to approve Westmor Industries to remove existing underground fuel oil tank and replace with 300 gallon above ground tank and skid in the amount of \$35,890.00. Seconded by Lerohl. Opposed: Dahlheimer. Motion carried.

A motion was made by Dahlheimer to approve the 2023 Annual Financial Audit as prepared by Abdo and presented to the Board. Seconded by Bowen. Motion carried.

A motion was made by Nettetstad to approve the 2nd Quarter Financial Report, FY2024 as prepared by Abdo Financial Solutions. Seconded by Dahlheimer. Motion carried.

A motion was made by Waldorf to approve Pay Request #4 (Final) in the amount of \$21,553.75 to Land Pride Construction for the 2023 Grinder Station LGS 57 Improvements. Seconded by Nettetstad. Motion carried.

A motion was made by Dahlheimer to assess Mr. Keith Tvrdik's \$2500 WTEF due to financial hardship letter, with assessment spread out over 5 years. Seconded by Tvrdik. Motion carried.

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OLD BUSINESS:

Executive Director Gilbertson gave the Board a summary of a Minnesota Public Facilities Authority and MPCA meeting he attended on August 1, 2024.

Executive Director Gilbertson updated the Board on the 2024 ALASR Sewer Extension Project and the meeting that was held August 7, 2024.

NEW BUSINESS:

Executive Director Gilbertson presented the Board with a letter from Mr. Keith Tvrdik asking to consider postponing the WTEF as required for new connections.


Executive Director Gilbertson gave meeting updates to the Board on ALASD, Brown and Caldwell and Rice Lake Construction meetings and the status of the Water Reclamation Facility design from BC.

Special Project Updates/Regulation Updates: NONE

Chairman Thalman adjourned the meeting at 6:57 pm.



Roger Thalman, Chairman



Rebecca Sternquist, Secretary