



**ALEXANDRIA LAKE AREA SERVICE REGION-MINUTES**

**Regular Meeting – November 6, 2024 – 6:00 P.M.**

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**Members Present: Joel Dahlheimer-Chair (Alex Twp.), Bill Krivanek (Carlos Twp.), Greg Bowen (La Grand Twp), Jeff Tvrdik (Hudson Twp.)**

**Others Present: Scott Gilbertson, Executive Director ALASD, Bryan Bye, P.E. Widseth, Jo Kluver, Office Manager ALASD, Brad Timm, Collections Superintendent**  
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Chairman Dahlheimer called the meeting to order at 6:05 p.m.

Minutes from the board meeting held on October 2, 2024, were reviewed. A motion to approve minutes was made by Tvrdik, seconded by Dahlheimer, Krivanek abstained as he was not in attendance on the 2nd, motion carried.

Office Manager Kluver presented the financial revenues and cash receipts reports and presented the bills for payment. Motion to approve the financial reports and the bills as presented was made by Tvrdik, seconded by Krivanek, motion carried.

Executive Director Gilbertson presented the 3<sup>rd</sup> Quarter Financial Report, FY 2024, as prepared by ABDO Financial Solutions. Motion to approve the 3<sup>rd</sup> Quarter Financial Report was made by Tvrdik, seconded by Krivanek, motion carried.

Update on the ALASR 2024 Sewer Extension Project was given by Bye, P.E. Widseth. Areas completed or nearly completed are Co Rd 82, ALP extension 34<sup>th</sup> Ave E., and Ida Pines. Ida Pines has one lift of asphalt completed and Co Rd 81 is near completion with only the lift station work and final pipe installation remaining. Chair Dahlheimer gave an update regarding an incident with a resident along Co Rd 81.

The board reviewed Kuechle Underground Pay Request #3 for the 2024 Sanitary Sewer Extension Project. Engineer Bye reviewed the pay request which included breakdown of quantities to date. Motion to approve payment of \$797,324.08 made by Krivanek, seconded by Bowen, motion carried.

The board reviewed and discussed the submitted deferred assessment application submitted by R. Jespersen, of the 2024 Sewer Extension Project. Motion to approve the deferred assessment made by Krivanek, seconded by Bowen, motion carried.

A letter was submitted to the board from property owner DeWitt requesting a complete deferred assessment on his property. In reviewing the request, the board found the submission was received after the July 1, 2024, deadline, DeWitt does not have multiple properties within the project and

does not qualify under MN Statutes 435.193 through 435.195, for hardship as the applicant does not occupy the property as their principal place of residence. Motion to deny the request for deferred assessment made by Tvrdik, seconded by Bowen, motion carried.

Office Manager Kluver will mail a notification letter to DeWitt notifying him of the ALASR board's decision; including the reasons for which it was denied.

Dahlheimer adjourned the meeting at 7:18 p.m.

  
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Chairman Dahlheimer

  
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Secretary Jo Kluver