

ALEXANDRIA LAKE AREA SANITARY DISTRICT

Minutes

December 11, 2024

The regular meeting of the Alexandria Lake Area Sanitary District Board was held December 11, 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, Diedrich, Eldevik, Lerohl, Nettestad, Niblett, Rentz, Sternquist, Thalman, & Waldorf. Absent: Tvrdik

Staff: Executive Director Gilbertson, Plant Supt. Drewes, Collection Supt. Timm, Office Manager/Finance Kluver, HR Bergs, Engineer Bye. Guest(s):

A motion was made by Nettestad 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 Minute

Seconded by Diedrich. Motion carried.

Presentations and Reports:

- Chairman Thalman called upon Deputy Finance Director Kluver. Kluver's report included: working with the IRS and SSA regarding a submitted 941X Form for 3rd Party Sick Pay, started preparing year end procedures, completed and submitted all the required Form 720 Quarterly Excise Tax Returns, worked with non-metered resorts and City of Forada with updated 2025 rates, updating the GO Series 2023 Bond tracking spreadsheet, which is required for the interim arbitrage report, and reported notable payments for the month.
- Chairman Thalman called upon Plant Superintendent Drewes. Drewes's report included: submitted lake level reading report to MN DNR, Class II service being performed on both digester (Turblex) blowers, working on applications to certify biosolids sites, WRF 60 percent design review, MRES performed infrared image testing and reported issues identified were fixed, repaired lights in various buildings, shut down digester chiller for season, worked on safety and exit lighting to stay up to OSHA standards, scum pit cleaning, and finally general maintenance, cleaning and snow removal.
- Chairman Thalman called upon Collection System Superintendent Brad Timm. Timm's report included: installed & started up a new control panel at LS5 completing the lift station upgrade, installed new E-One control panels with communications at IR3, IR4, IR5, IR9, IR17, IR18, AR18, LGR54, & LMR2, quarterly jetting completed, VisuSewer grouted 11 leaking manholes, winterization of all lift stations completed, semi-annual lift station inspections completed, removed & replaced 1 AC Tech VFD drive at LS17, Ideal Services cleaned & inspected VFDs at LS1, LS10, and LS63, and finally televised 46 lines segments, jetted 31 line segments, 21 gate valve and check valve inspections, 19 service connection inspections & 312 Gopher One locates.

ALASD Board Minutes

December 11, 2024

Page 2 of 3

- Chairman Thalman called upon Engineer Bye. Bye's report included updates on the LS #1/Forcemain Improvement design update, LS4 Improvements, 34th Avenue improvements, future projects, GIS updates, and ALASR project updates.

Public Presentations:

- Engineer Bye informed the Board on the sanitary sewer upgrade at 34th Avenue.

Action Items:

- A motion was made by Diedrich to approve Resolution 24-19: Establishing Non-Affiliated Employee Salary Ranges for FY2025. Seconded by Niblett. Motion carried.
- A motion was made by Nettestad to approve Resolution 24-20: Establishing ALASD Board of Directors Compensation for FY2025. Seconded by Rentz. Motion carried.
- A motion was made by Eldevik to approve Pay Request #4 to Kuechle Underground Inc. for \$147,299.40 for ALASD's portion of the 2024 Sanitary Sewer Extension Project. Seconded by Waldorf. Motion carried.
- A motion was made by Waldorf to table Resolution 24-21: Approving Executive Director to execute Hazen and Sawyer "Service Scope" agreement, updating ALASD Wastewater Dynamic Rate Analysis Model. Further information was requested including required hours to perform analysis. Seconded by Nettestad. Motion carried.
- A motion was made by Nettestad to approve Resolution 24-22: Approval of Confirmation of Request for Engineering Services, detailed 2025 Scope of Services with Widseth Consultants. Seconded by Rentz. Motion carried.
- A motion was made by Niblett to approve Resolution 24-23: Approval of Scope of Services, Widseth, CSAH 45 (34th Ave) improvement project. Seconded by Bowen. Motion carried.

OLD BUSINESS: None

NEW BUSINESS:

- Executive Director Gilbertson updated the Board on MPCA Total Maximum Daily Load (TMDL) meeting regarding Lake Winona-Agnes-Henry.
- Executive Director Gilbertson updated the Board on the Minnesota Environmental Science and Economic Review Board (MESERB) Winter Conference held December 5-6, 2024.
- Executive Director Gilbertson presented the Board with the 2025 ALASD Fees and Rates Brochure.

ALASD Board Minutes

December 11, 2024

Page 3 of 3


Special Project Updates/Regulation Updates:

- Executive Director presented the Board with the Brown and Caldwell monthly progress report.
- Executive Director Gilbertson presented the Board with the Minutes of the November 6, 2024, ALASR meeting.

Chairman Thalman adjourned the meeting at 6:46 pm.



Roger Thalman, Chairman



Rebecca Sternquist, Secretary