

# Alexandria Lake Area Sanitary District

## **Board of Directors Meeting Minutes**

**Date:** July 9, 2025

**Time:** Meeting called to order at 5:30 PM by Chairman Thalman

---

### 1. Attendance

**Members Present:** Bowen, Dahlheimer, Diedrich, Eldevik, Lerohl, Nettestad, Niblett, Rentz, Sternquist, Thalman, Waldorf

**Members Absent:** Tvrdik

**Staff Present:** Executive Director Gilbertson, Deputy Finance Director Kluver, Collection Superintendent Timm, Plant Superintendent Drewes, HR Bergs, Engineers Bye and Delahunt.

**Guests:** None

---

### 2. Consent Agenda

A motion was made by **Nettestad**, seconded by **Eldevik**, to approve the consent agenda items as presented:

- Treatment Facility Report
- Collection System Report
- Engineer's Report
- List of Bills
- Meeting Minutes
- Report of Investments
- Revenue – ALP Billing
- Monthly Dashboard Summary
- Revenue & Expenditure Report

**Motion carried.**

---

### 3. Staff Reports

- **Finance Report (Deputy Finance Director Kluver):**
  - ALASR project work
  - Completion of month-end processes and all June financial reporting including Q2 reports, Form 941, UI, and State reporting
  - Preparation for Form 720 (IRS PCOR)
  - Annual workers' compensation audit completion with Berkley Risk
  - Notable payments for the month
- **Treatment Facility Report (Plant Superintendent Drewes):**
  - Delivery, installation, and testing of the new generator
  - Testing new centrifuge polymer for improved efficiency
  - Ferguson Excavating repair of a leaking plant water line
  - RAS chlorine injector repair
  - Air handler filter changes
  - Exhaust fan belt replacements on Main Lift Stations
  - Bar screen auger hole repair
  - New polymer line installation to splitter box
  - Sprinkler line repairs
  - Air release repairs on Main Lift Station pumps
  - Primary scum pit cleaning
  - Proficiency lab testing (all passed)
  - Vendor walkthrough with Rice Lake Construction
  - Routine maintenance, lawn care, and cleaning

- **Collection System Report (Collection Superintendent Timm)**
    - Completion of annual root cutting and jetting; initiation of five-year jetting program
    - Installation of new impeller on Pump #2 at LS77
    - 48 lift station power failures due to storms
    - Site grading at LS1 started by Tradesman with electrical and building locations staked
    - Vac Con assistance to plant waterline repairs
    - Installation of discharge flanges at LS93 and LS55, and an 8" mainline repair band at 15th Ave W & Douglas St
    - Crew activity summary:
      - 560 locates
      - 15 service connection inspections
      - 35 lift station inspections
      - 39 lift station flush/vacs
      - 64-line segments televised
      - 180 lines root sawed
      - 39 lines jetted
      - Ongoing mowing, weed control, and bug spraying at lift station sites
  - **Engineer's Report (Engineer Bye)**
    - LS1/Forcemain Improvement design
    - LS4 Improvements
    - 34th Avenue improvements
    - Future projects and GIS updates
    - ALASR project progress
    - General Engineering Items
- 

#### 4. Public Presentations

- **Executive Director Gilbertson** provided a status update on current projects.
- 

#### 5. Action Items

- **Resolution 25-11**  
Motion by **Niblett**, seconded by **Nettestad**, to approve **Contract Amendment No. 2** with Rice Lake Construction Group for the EQ Basin Improvement Project, not to exceed **\$2,966,885**.  
**Motion carried.**
  - **Pay Request #8 – Kuechle Underground, Inc.**  
Motion by **Waldorf**, seconded by **Lerohl**, to approve **Pay Request #8** in the amount of **\$111,957.50** for the 2024 ALASR Sewer Extension Project.  
**Motion carried.**
  - **WEFTEC 2025 Attendance**  
Motion by **Eldevik**, seconded by **Bowen**, to approve Executive Director Gilbertson's attendance at **WEFTEC 2025** in Chicago, IL.  
**Motion carried.**
- 

#### 6. Old Business

- Executive Director Gilbertson updated the Board on the **Minnesota Public Facilities Authority meeting held June 18, 2025**.

---

---

## **7. New Business**

- Updates provided by Executive Director Gilbertson on:
  - WRF Improvement Project – CMAR meeting with RLC (July 2, 2025)
  - ALASR Board meeting (July 2, 2025)

---

---

## **8. Special Project & Regulatory Updates**

- WRF Project Update: Brown and Caldwell memo presented by Executive Director Gilbertson.

---

---

## **Adjournment**

Chairman Thalman adjourned the meeting at **6:45 PM**.

---

---

## **Minutes Approved By:**

  
Rebecca Sternquist, Secretary

  
Roger Thalman, Chairman