



Alexandria Lake Area Sanitary District

Board of Directors Meeting Minutes

Date: September 10, 2025

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

1. Attendance

Members Present: Bowen, Dahlheimer, Diedrich, Eldevik, Lerohl, Nettetstad, Niblett, Rentz, Sternquist, Thalman, Tvrdik, Waldorf

Members/Staff Absent: Plant Superintendent Drewes

Staff Present: Executive Director Gilbertson, Deputy Finance Director Kluver, Collection Superintendent Timm, HR Bergs, and Engineer Bye.

Guests: Gail Robertson, Government Capital Securities

2. Consent Agenda

A motion was made by Niblett, seconded by Diedrich, to approve the addition of two change orders to the agenda: Motion carried.

A motion was made by Lerohl, seconded by Nettetstad, 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):**
 - Finalized the ALASR 2024 Sanitary Sewer Extension project assessment documents which were approved at the September 3rd ALASR Board meeting.
 - Continued support work and meetings with AE2S for rate study.
 - Helped develop the WRF Improvements project sign and groundbreaking ceremony invitation with Rice Lake.
 - Organizing and planning the WRF Improvements Groundbreaking Ceremony.
 - Continued work on prevailing wages for EQ Basin/WRF Project.
 - Regular monthly financial duties.
 - Registered for MMUA Developing Utility Expertise and Leadership Course.
 - Notable payments for the month were reviewed.
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- **Treatment Facility Report (Plant Superintendent Drewes): Presented by ED Gilbertson:**
 - Braun Intertec/MPCA sampled groundwater PFAS levels.
 - Continued testing of centrifuge polymers.
 - New CAT Generator training.
 - Removed old transformer concrete slab and underground generator fuel tank.
 - Replaced coupler on Clarifier #3 RAS pump.
 - Sealed leaking lab windows.
 - Reconfigured UPS battery backups.
 - Working on poly scale for biosolids
 - Assembled filter backwash pump.
 - Cleaned primary scum pits.
 - Repaired sprinkler lines by new generator.
 - Construction has started for new WRF.
 - Routine maintenance, lawn care and cleaning.
- **Collection System Report (Collection Superintendent Timm)**
 - LS 1 site new control building and generator delivered and installed.
 - LS 124 & 125 have their start up testing & inspection completed by ALASD crew, Primex, Alex Electric and Electric Pump.
 - AFD held a training event at LS3 & at the WRF for confined space entry, potential hazards and tour the facility.
 - Mini LS flush/vac (30) & lift station FOG spots (5) were completed.
 - Quarterly jetting was completed.
 - Lift Station annual inspections have been completed.
 - Removed and replaced 1 pump at AGS13 & LS110.
 - Crew activity summary:
 - 498 locates.
 - 11 service connection inspections.
 - 10 mini lift station inspections.
 - 3 lines root sawed.
 - 204 lines jetted.
 - 29 lines televised
 - Chemical fill & test for odor control at LS 73, LS 81, LS 82, & LS 85.
 - Ongoing mowing, weed control, and pest control at lift station sites.
- **Engineer's Report (Engineer Bye)**
 - WRF Equalization Basin Construction
 - LS1/Forcemain Improvement design
 - LS4 Improvements
 - 34th Avenue improvements
 - Future projects and GIS updates
 - ALASR project progress
 - General Engineering Items

4. Public Presentations

- Gail Robertson, V.P. Government Capital Securities presented financing plan for the ALASD WRF Improvement Project.
 - Chairman Thalman Called for Public Hearing to begin at 6:17p.m. for the 2026 Financial Budget. There were no comments or public attendees, and no letters were received. Chairman Thalman closed the Public Hearing at 6:18p.m.
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5. Action Items

- Resolution 25-12
Motion by Diedrich, seconded by Waldorf, to approve Adoption of the ALASD FY2026 Annual Budget and setting tax levy of 2.4%/\$1.532M to Local Government Units served by ALASD. Motion carried.
- Resolution 25-17
Motion by Nettestad, seconded by Rentz, to approve Resolution 25-17, Approval to purchase (1) 2026 Chevrolet Equinox LT AWD. Motion carried.
- Resolution 25-18
Motion by Dahlheimer, seconded by Tvrdik, to approve Resolution 25-18, Approval to purchase (1) 2026 Dodge Ram 1500 Tradesman Crew Cab 4x4 Truck. Motion carried.
- Pay Request #10– Kuechle Underground, Inc.
Motion by Nettestad, seconded by Eldevik, to approve Pay Request #10 in the amount of \$79,175.49 to Kuechle Underground, Inc. for the 2024 ALASR Sewer Extension Project. Motion carried.
- Pay Request #1– Rice Lake Construction.
Motion by Lerohl, seconded by Dahlheimer, to approve Pay Request #1 in the amount of \$78,442 to Rice Lake Construction for the ALASD EQ Basin Project. Motion carried.
- Change Order Proposals #1, #3 and #4- Rice Lake Construction
Motion by Waldorf, seconded by Niblett, to approve Change Order Proposal #1 in the amount of \$46,035, Change Order Proposal #3 in the amount of \$15,330, and Change Order #4 deducting labor, materials and equipment in the amount of \$77,520 to Rice Lake Construction to (#1) furnish 940' of chain link fence for around the EQ Basin, (#3) to increase the EQ Basin plant water size from 2" to 4" and add a 6" hydrant, (#4) deducting labor material and equipment to remove electrical concrete duct banks and use polymer hand holes . Motion carried.
- Resolution 25-19
Motion by Tvrdik, seconded by Rentz, to approve Resolution 25-19 Execution of Municipal Bond Council Agreement with Dorsey, regarding PFA loan security note as required-WRF Improvement Project. Motion carried.

6. Old Business

- Executive Director Gilbertson updated the Board on the Cost of Service/Rate Study.

7. New Business

- Updates provided by Executive Director Gilbertson on:
 - LGU Tax Allocation and Budget details presentation to the City Of Alexandria.
 - ALASR Board meeting (September 3, 2025)
 - Groundbreaking Ceremony to be held September 17, 2025.
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8. Special Project & Regulatory Updates

- Final NPDES/SDS: Final permit from the MPCA received.
 - MPCA Facility Plan Approval: Plans and Specifications.
 - MPCA Smart Salting & Water Softener Certification Training: To be held at ALASD on September 4, 2025.
 - WRF Project Update: Brown and Caldwell memo presented by Executive Director Gilbertson.
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Adjournment

Chairman Thalman adjourned the meeting at 6:48 P.M.

Minutes Approved By:



Rebecca Sternquist, Secretary



Roger Thalman, Chairman
