



Alexandria Lake Area Sanitary District

Board of Directors Meeting Minutes

Date: November 12, 2025

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

1. Attendance

Members Present: Bowen, Dahlheimer, Diedrich, Eldevik, Lerohl, Nettetstad, Sternquist, & Waldorf

Members/Staff Absent: Niblett, Rentz, Chair Thalman, Tvrdik, Plant Superintendent Drewes

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

Guests: Nick Olson, Asst. Collection Superintendent

2. Consent Agenda

A motion was made by Nettetstad, seconded by Bowen, 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):**
 - Continued progress on the ALASR Sanitary Sewer Extension Project, focusing on updating the certified assessment roll and sewer connections.
 - Issued notices to delinquent accounts, preparing the assessment certification list for submission to Douglas County Auditor/Treasurer by November 30.
 - Ongoing submissions related to prevailing wage compliance for WRF and EQ projects.
 - Submitted and received Q3 reimbursement for the Chloride Minimization Grant.
 - Coordinated with Joey on PFMLA implementation effective January 1, 2026. Established a Paid Leave reporting account with MN Unemployment Insurance and uploaded payroll data.
 - Participated in the following training sessions:
 - MMUA Crisis Leadership in Utilities
 - LCCMR/DNR Annual Grants
 - Local government training on fixed income securities and cash/investments reconciliation
 - Managed transition from Bremer Bank to Old National Bank, minor issues resolved.
 - Initiated preparations for the FY2025 audit.
 - Notable payments for the month were reviewed.
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- **Treatment Facility Report (Plant Superintendent Drewes):**
 - Darin S. & Joey presented at the AAHS Freshman Career Expo 2025.
 - Meeting & equipment presentation with Martin Jessen the Salt Miner.
 - Replaced PVC chlorine ball valve.
 - Submitted 2026 MPCA Lab Renewal Application.
 - Sprinkler system lines were blown out.
 - Summit Fire Protection repaired main panel.
 - MN Department of Labor and Industry annual boiler and air compressor inspection completed.
 - Repaired broken shoes and cracked suction lines on filter number 2 & 3.
 - Pre-Con meeting with Primex.
 - Replaced motor for main building air handler.
 - Installed faulty sensor repairing poly scale for biosolids.
 - Continued working with Rice Lake to identify items such as underground piping, Main Lift Station level sensors, conduct bypass, etc.
 - Routine maintenance, lawn care and cleaning.
 - **Collection System Report (Collection Superintendent Timm)**
 - Start up was completed on the new controls for LS1, it is now fully operational with existing pumps.
 - ALASR project lift stations 126 & 127 have new pumps, floats & radar level control installed.
 - LS 6 upgrade, including sealed leaks, spray lined wet well, installed new pump stands, discharge piping and guide bars.
 - Completed inspections on by-pass, river crossing, junction and clean out manholes.
 - Removed and replaced #1 pump at LS20.
 - Subsurface, Inc. grout sealed leaking wet wells for AGS15 at Le Homme Dieu View and HR11 in Forada.
 - LS72 upgrade with new 9.5 HP KSB pumps, new pump stands and guide bars.
 - Completed LS and Mini LS winterization.
 - Removed and replaced an AC Tech VFD at MGS-8.
 - Crew activity summary:
 - 490 locates.
 - 11 service connection inspections.
 - 0 residential E-ONE inspections.
 - 0 mini lift station inspections.
 - 0 lines root sawed.
 - 103 lines jetted.
 - 91 lines televised
 - Chemical fill & test for odor control at LS 73, LS 81, LS 82, & LS 85.
 - Ongoing mowing, weed control, and final season clean up at lift station sites.
 - **Engineer's Report (Engineer Bye)**
 - WRF Equalization Basin Construction
 - LS1/Forcemain Improvement design
 - LS4 Improvements
 - 34th Avenue improvements
 - LS 28 Pump Station & Forcemain Improvement
 - Future projects and GIS updates
 - ALASR project progress
 - General Engineering Items
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4. Public Presentations

- Executive Director Gilbertson gave the second and final reading of the proposed Ordinance No. 3, Director Bowen asked several questions regarding updated customer class adjustments, discussions regarding future increases and user charges were discussed by the board.
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5. Action Items

- **Ordinance No. 3**
Motion by Diedrich, seconded by Lerohl, to approve Ordinance No. 3: Establishing Sewer User Rates, second/final reading. Motion carried.
 - **Resolution 25-21**
Motion by Nettetstad, seconded by Dahlheimer, to approve Resolution 25-21: Designation of ALASD official depository, Old National Bank, from Bremer Bank (merger). Motion carried.
 - **Pay Request #12**
Motion by Dahlheimer, seconded by Bowen, to approve Pay Request #12 in the amount of \$66,673.26 to Kuechle Underground for the 2024 ALASR Sewer Extension Project. Motion carried.
 - **Pay Request #3**
Motion by Nettetstad, seconded by Dahlheimer, to approve Pay Request #3 in the amount of \$444,894 to Rice Lake Construction for the ALASD EQ Basin Project. Motion carried.
 - **Pay Request #2**
Motion by Waldorf, seconded by Dahlheimer, to approve Pay Request #2 in the amount of \$117,635 to Rice Lake Construction for ALASD WRF Improvement Project. Motion carried.
 - **New Bobcat**
Motion by Waldorf, seconded by Nettetstad, to approve the trade in of the existing 2022 Bobcat Skid Steer for a new 2025 S76 T4 Bobcat Skid Steer Loader, in the amount of \$14,481.25. Motion carried.
 - **FY2025 3rd Quarter Financials**
Motion by Nettetstad, seconded by Waldorf, to approve ALASD FY2025 3rd Quarter Financials. Motion carried.
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6. Old Business

- Executive Director Gilbertson updated the Board on the MN Public Facilities Authority held today to certify the Intended Use Plan for FY2026.
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7. New Business

- Updates provided by Executive Director Gilbertson on:
 - Senate Capital Investment Committee site visit: ALASD to present to the committee on November 13, 2025.
 - MESERB letter to MPCA outlining key priorities for 2026.
 - ALASR Board meeting (November 5, 2025)
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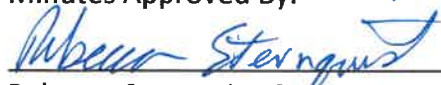
8. Special Project & Regulatory Updates

- Brown and Caldwell engineers update regarding the WRF Project.
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Adjournment

Vice Chairman Eldevik adjourned the meeting at 7:00 P.M.

Minutes Approved By:



Rebecca Sternquist, Secretary



Rod Eldevik, Vice Chairman