



Alexandria Lake Area Sanitary District

Board of Directors Meeting Minutes

Date: January 14, 2026

Time: Meeting called to order at 5:30 PM by Executive Director Gilbertson

1. Attendance

Members Present: Chair Thalman, Bowen, Dahlheimer, Diedrich, Eldevik, Hartman, Lerohl, Nettetstad, Rentz, Sternquist & Waldorf

Members/Staff Absent: Niblett

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

Guests:

2. Oath of Office

Rebecca Sternquist and Charles Nettetstad (City of Alexandria), Rodney Eldevik (Alexandria Township), Jim Hartman (Hudson Township), and Gaylen Lerohl (Lake Mary Township) took the Oath of Office.

3. Election of Officers

A motion was made by Nettetstad to nominate Roger Thalman as Chairman. Seconded by Eldevik. Motion carried.

At this time Chairman Thalman took over as ALASD Chairman.

A motion was made by Sternquist to nominate Rod Eldevik as Vice Chairman. Seconded by Bowen. Motion carried.

A motion was made by Eldevik to nominate Rebecca Sternquist as Secretary. Seconded by Nettetstad. Motion carried.

4. Consent Agenda

A motion was made by Rentz, seconded by Lerohl, to approve the consent agenda items as presented:

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

Motion carried.

3. Staff Reports

- **Finance Report (Deputy Finance Director Kluver):**
 - Completed payroll 2025 year-end procedures and prepared tax documents.
 - Completed all 2026 payroll updates for the 1st payroll of the year, which is on 1/14/2026.
 - Preparing and submitting requested documents in preparation of FY2025 audit.
 - Working on year-end and new year procedures in the fund accounting system and close to closing out 2025.
 - Met with Zimny Insurance to review and update the Property & Casualty Insurance policy with LMC.
 - Submitted required expenditures and receipts documentation for the interim arbitrage report for the Series 2023 G.O. Facilities Bond.
 - Continue compliance submissions for the WRF project certified payrolls to the MN PFA.
 - Notable payments for the month were reviewed.
- **Treatment Facility Report (Plant Superintendent Drewes):**
 - MPCA Annual Biosolids report completed and submitted.
 - Ordered filter cloth for filter number 1.
 - Ordered parts for service on digester blower.
 - Working with Caterpillar on generator alarms.
 - Worked on dehumidifier for secondary vault.
 - Cleaned ferric tank, checked vent pipe for obstructions.
 - Removed grit valve and cleaned out cyclone separator.
 - Repaired grit valve and cleaned out cyclone separator.
 - Repaired east and west primary scum pits shoes.
 - End of year lab data completed, 2026 documents were created and started.
 - Worked with Primex solving SCADA alarm issues.
 - Webinar with Vega.
 - Routine maintenance, snow removal and cleaning.
- **Collection System Report (Collection Superintendent Timm)**
 - Completed Semi-Annual Lift Station Inspections
 - Installed new PLCs at LS42, LS93 and IGS16. IGS 16 was added to SCADA with help from Primex.
 - Installed new pumps and Panel at LS 6. Startup completed with Primex, Electric Pump and Alex Electric.
 - Replaced Air Release valve at LS69.
 - New Cat pull-behind Generator was delivered and tested.
 - Crew activity summary:
 - 52 locates.
 - 5 service connection inspections.
 - 0 residential E-ONE inspections.
 - 0 mini lift station inspections.
 - 0 lines root sawed.
 - 0 lines jetted.
 - 53 lines televised
 - 56 draw down tests & lift station audits.
 - 92 Check/Gate Valves at lift stations.
 - Chemical fill & test for odor control at LS 73, LS 81, LS 82, & LS 85.
 - 193 Lift Station plowed and panels shoveled out.

- **Engineer's Report (Engineer Bye)**
 - WRF Equalization Basin Construction
 - WRF Improvements Construction
 - LS1/Forcemain Improvement design
 - LS4 Improvements
 - LS 28 Pump Station & Forcemain Improvement
 - Future projects and GIS updates
 - ALASR project progress
 - General Engineering Items

4. Public Presentations

- None

5. Action Items

- **Resolution 26-01**
Motion by Eldevik, seconded by Dahlheimer, to approve Resolution 26-01: Approval of Official Designations for ALASD, Year 2026. Motion carried.
- **Resolution 26-02**
Motion by Nettetstad, seconded by Waldorf, to approve Pay Request #4 in the amount of \$1,099,907 to Rice Lake Construction for the ALASD WRF Improvement Project. Motion carried.
- **LMICT Liability Coverage Waiver**
Motion by Eldevik, seconded by Nettetstad, to approve the LMICT Liability Coverage Waiver Form. ALASD does not waive the monetary limits on municipal tort liability coverage. Motion covered.

6. Old Business

- Executive Director Gilbertson updated the PFA loan dynamics, Point Source Implementation Grant and Green Project Reserve Grant approval notifications.

7. New Business

- Updates provided by Executive Director Gilbertson on:
 - LMCIT No-Fault Sewer Backup Claim and Summons
 - Open Line- Executive Director Gilbertson, 1-14-26
 - 6th Grade Discovery Classes- Bergs

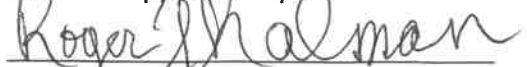
8. Special Project & Regulatory Updates


- 2025 Water Softener Rebate program annual summary.

Adjournment

Chairman Thalman adjourned the meeting at 6:35 P.M.

Minutes Approved By:


 Roger Thalman, Chairman


 Rebecca Sternquist, Secretary