



Alexandria Lake Area Sanitary District

Board of Directors Meeting Minutes

Date: March 11, 2026

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

1. Attendance

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

Members/Staff Absent:

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

Guests: Anthony Zimny -Zimny Insurance Agency

2. Consent Agenda

A motion was made by Eldevik, seconded by Waldorf, 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):**

- 2025 audit fieldwork has begun. This requires verification of BOD meeting minutes, terms, payroll items, expenditure for capital assets, inventory and other supporting documents.
 - Prepared month end reconciliation of all fund cash and investment accounts.
 - Submitted the Lobbyist Principal Report for FY2025 to the state.
 - Prepared the financial data for the 2025 annual report.
 - Attended the MMUA DUEL leadership training in Minneapolis.
 - Continue compliance submissions for the WRF project certified payrolls to MN PFA.
 - Notable payments for the month were reviewed.
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- **Treatment Facility Report (Plant Superintendent Drewes):**

- Homeland Security Hazardous Materials Report submitted.
- Mercury Minimization Plan submitted-MPCA
- Submitted 2026 Chloride Investigation and Minimization Plan-MPCA
- Continued rebuilding chlorine system in preparation for startup end of March.
- Updated plant and laboratory inventory reports.
- Cleaned Effluent sample line from outfall.

- Replaced cooling fan in centrifuge panel.
- Repaired TWAS Auma valve.
- Replaced filter #1 hoses.
- Repaired clarifier #3 scum pit valve and assessed RAS valve.
- Gathered data on Clarifier #3 while it was out of service for future shutdown.
- Caterpillar worked on a service bulletin for the emergency generator.
- Routine maintenance, snow removal and cleaning.
- **Collection System Report (Collection Superintendent Olson)**
 - Removed and replaced Pump #2 at LS 69 with assistance from General Repair.
 - Removed and replaced a transducer at LS 70.
 - Removed and replaced a faulty fuse and phase monitor at LS 71.
 - Unit 19 Va-Con was transported to ABM Equipment for inspection and scheduled maintenance.
 - Generators have been set at LS 26, LS 42, and LS 93. Startup and testing are scheduled for the end of this month.
 - LGR-11- Alex Electric rewired the heat tape into the alarm panel so that future heat tape failures will generate an alarm notification. All heat tape stations will be wired in this manner moving forward.
 - Installed a new 4RF radio at LS 11.
 - Televising identified a water service line that was bored through our sewer main on Wood Duck Lane. ALP will coordinate repairs in the spring.
 - Crew activity summary:
 - 33 locates.
 - 2 service connection inspections.
 - 0 residential E-ONE inspections.
 - 0 mini lift station inspections.
 - 0 lines root sawed.
 - 0 lines jetted.
 - 33 lines televised
 - 30 draw down tests & lift station audits.
 - 0 lift stations flushed and sucked out
 - 0 Check/Gate Valves at lift stations.
 - Chemical fill & test for odor control at LS 73, LS 81, LS 82, & LS 85.
 - 57 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/GIS

4. Public Presentations

- Anthony Zimny, Zimny Insurance Agency presented the LMCIT Insurance renewal packet.

5. Action Items

- **Resolution 26-06**
Motion by Eldevik seconded by Nettetstad, to approve Resolution 26-06: Approving the Scope of Work proposal from Stantec to perform lake management carp surveys in 2026 and 2027. Motion carried.

- **Pay Request #5, Rice Lake Construction**
Motion by Rentz, seconded by Niblett, to approve Pay Request #5 in the amount of \$20,205 to Rice Lake Construction for the ALASD EQ Basin Project. Motion carried.
- **Pay Request #5, Rice Lake Construction**
Motion by Nettestad, seconded by Lerohl, to approve Pay Request #6 in the amount of \$1,753,864 to Rice Lake Construction for the ALASD WRF Improvement Project. Motion carried.
- **Renewal Packet Zimny Insurance**
Motion by Dahlheimer, seconded by Waldorf, to approve Renewal package as quoted by Zimny Insurance Agency for coverage through the League of Minnesota Insurance Trust. Motion carried.
- **Deputy Finance Director Accounting Academy**
Motion by Nettestad, seconded by Waldorf, to approve Deputy Finance Director Jo Kliver to attend Government Finance Officers Association Accounting Academy in Kansas City, MO, April 20-23, 2026. Motion carried.

6. Old Business

- Executive Director Gilbertson updated the Board on the MPFA loan status.

7. New Business

- None

8. Special Project & Regulatory Updates

- Brown and Caldwell Memo- WRF Project Update.

Adjournment

Chairman Thalman adjourned the meeting at 6:28 P.M.

Minutes Approved By:



Roger Thalman, Chairman



Rebecca Sternquist, Secretary