



Alexandria Lake Area Sanitary District

Board of Directors Meeting Minutes

Date: April 8, 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: None

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

Guests: Keith Kramer, ALASD

2. Consent Agenda

A motion was made by Dahlheimer 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 is nearing completion, and auditors are preparing their findings report.
 - Prepared month end reconciliation of all fund cash and investment accounts.
 - Prepared and submitted all Quarter 1 financial reports.
 - Submitted disbursement request #1 to MN PFA for \$5,353,764 for WRF Project.
 - Attended the MMUA DUEL Building and Preparing a Budget training.
 - Continue compliance submissions for the WRF project certified payrolls to MN PFA.
 - Completed 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):**

- Midwest Flo Cal performed bi-annual calibration.
- Ideal Service performed VFD cleaning.
- Cleaned ferric line running to splitter box.
- Finished rebuilding chlorine system and began April startup.
- Summit Fire Protection completed spring annual fire alarm, semi-annual clean agent, and annual sprinkler inspection.
- Joey and Darin made a wastewater presentation at the Steam Expo at the high school.

- Primex deployed changes to CP501 for secondary clarifier scum pit level.
 - Primex fixed CP200 alarm enables.
 - Working on primary WAS pump.
 - Working on DAFT TWAS Auma valve.
 - Working on developing eMaint software program assets.
 - Replaced Laboratory lights with LED.
 - Worked on outfall effluent sample pump.
 - Cleaned effluent sample line from outfall.
 - New water heater Maint./Training Building
 - Routine maintenance
- **Collection System Report (Collection Superintendent Olson)**
 - Added Sentry communication to 20 additional residential grinder stations. A total of 60 out of 109 residential grinder stations now have communication.
 - Implemented “No Pump Run” alarms. Nine of the 13 off duty call outs were due to these alarms; this number is expected to decrease as the system is further refined.
 - Removed bales and blankets from Lift Stations. Spring adjustments of lift stations is underway.
 - Completed quarterly jetting and began root cutting in required areas.
 - Completed biannual lift station inspections.
 - Rebuilt three Flygt pumps (staff performed work)
 - Replaced worn and missing bolts and brackets in LS 12 pump stands.
 - Installed new PLCs and radar units at LS71 and LS81.
 - Generators at LS 26, LS 42, and LS 93 are operational and pending integration into SCADA.
 - Completed oil changes and other preventative maintenance on shop equipment.
 - Crew activity summary:
 - 123 locates.
 - 1 service connection inspections.
 - 0 residential E-ONE inspections.
 - 0 mini lift station inspections.
 - 77 lines root sawed.
 - 0 lines jetted.
 - 86 lines televised
 - 15 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.
 - 41 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

- Executive Director Gilbertson presented the Board with the 2025 Annual Financial Report and Operation Report.

5. Action Items

- **2025 Financial and Operation Annual Report**
Motion by Dahlheimer, seconded by Diedrich, accepting the ALASD 2025 Financial and Operation Annual Report as presented. Motion carried.
- **Resolution 26-07**
Motion by Nettestad, seconded by Waldorf, to approve Resolution 26-07, Approval of Contract Amendment No. 4, Rice Lake Construction Group CMAR, Biosolids Fabric Building and site improvements, not to exceed \$1,877,352 as specified in cost model GMP. Motion carried.
- **Pay Request #7, Rice Lake Construction**
Motion by Rentz, seconded by Nettestad, to approve Pay Request #7 in the amount of \$1,673,837 to Rice Lake Construction for the ALASD WRF Improvement Project. Motion carried.
- **Resolution 26-08**
Motion by Niblett, seconded by Lerohl, to approve Resolution 26-08, Authorizing purchase of service truck and installed service body utility box, not to exceed \$56,697. Motion carried.
- **Primex Proposal**
Motion by Rentz, seconded by Waldorf, to approve proposal from Primex to upgrade Programable Logic Controller in the digester blower control panel, not to exceed \$19,606. Motion carried.

6. Old Business

- Executive Director Gilbertson updated the Board on the MPFA loan status.
- Executive Director Gilbertson informed the Board of Lift Station #1 Improvement project bid delay. Bids will be reviewed by the Board at the May 13th, 2026 business meeting.

7. New Business

- Executive Director Gilbertson updated the Board on the WRF Bonding Bill: Request for Direct Appropriation of \$15M for Phase Two Improvements (H.F. 3892/S.F. 4180)

8. Special Project & Regulatory Updates

- Brown and Caldwell Memo- WRF Project Update.

Adjournment

Chairman Thalman adjourned the meeting at 6:53 P.M.

Minutes Approved By:


Roger Thalman, Chairman


Rebecca Sternquist, Secretary