REGULAR MEETING OF THE BOARD OF TRUSTEES OF
THE IOWA GREAT LAKES SANITARY DISTRICT
November 13, 2024, 3:00 P.M.
DISTRICT OFFICE, MILFORD, IOWA

President Hoppe called the meeting to order at 3:00 p.m. Trustees; Andres, Kuhlman, Clary and Camozzi were present. Others present were Josh Pope, Steve Anderson, Dan Chapman, and Frank McDowell.

Trustees received an update on the Shop, Lab and Office Improvements Project from Chapman with Woodruff Construction. The main concern is when will the concrete be installed for the driveways and parking areas. Chapman explained that Woodruff will be getting the concrete in for the driveway to the office, the public parking area and the area on the east side of the new shop building, this fall. Chapman explained that the rest of the areas will have sub-base added and then covered with three inches of rock, until spring. Trustees are concerned about the safety of customers and staff walking on the property in the winter months in the site's current condition.

Trustees approved the amendment for the 2023-03 (2024-2026) Lift Station and Force Main Improvement Projects construction phase, in the amount not to exceed $1,605,465. (Andres/Clary); all ayes.

Anderson provided information about the increase of the health insurance policy. The Trustees have until December 20, 2024, to make a decision. The Trustees took no action at this time.

Anderson explained the 1930's easements are very open, and the sewer easement covers the entire property. Anderson stated these easements are questioned when property owners want to build on the lot with these easements. The District staff do not really have clear guidance on what to tell property owners when these easements are questioned. Working with Bolton and Menk, and legal representatives, on a concept. The engineer will review easement and sewer facilities to determine minimal width of the easement needed for maintenance, construction, and reconstruction. The legal staff take the engineers' information and then draw up documents to provide clarification of the easement width to be recorded. Trustees agreed on the concept, and Anderson and Ellenbecker will proceed with getting this process started.

Trustees reviewed the Osceola Rural County Rural Water Association agreement changes from our legal representatives. Anderson will send the changes to Osceola Rural Water for their consideration.

Trustees approved the consent agenda as follows:

- Minutes from March October 8, and October 22, 2024
- Financial Report for October 2024
- Bills in the amount of:
    - General Fund
        - Expenses of $172,791.75
    - Construction Fund
        - Expenses of $1,000,725.09
        - Transfer from Construction Fund Savings to Checking, in the amount of $1,000,000
    - Payment Applications
        - Partial Payment Application #17 Shop, Lab, and Office Improvements in the amount of $768,957.78
    - The September 2024 Monthly Operating Report

(Kuhlman/Camozzi); all ayes.

Anderson provided updates on the union agreement, insurance backup claims, encroachment application that will be at the meeting next week, and about the employee appreciation party.

The meeting was adjourned by Motion. (Clary/Andres).

_____ ATTEST: _____

Kae Hoppe, President Chad Clary, Clerk