

Clear Lake/Clearwater Sewer Authority
Regular Meeting Minutes
June 15, 2023

CALL TO ORDER

Chair Goenner called the meeting to order at 5:30 p.m. at Clearwater City Hall.

ROLL CALL

Present: Chair Goenner, Vice Chair Lawrence, Members Winkelman, and White. Member Tasa arrived at 5:47 p.m.

Absent: None.

Staff Present: Director Smythe, Treasurer Johnson, Operator Kirchenbauer.

A quorum was declared present.

1. APPROVAL OF AGENDA

MOTION by Lawrence to approve Agenda as presented, seconded by White, all voted aye. **MOTION CARRIED 4-0.**

2. PUBLIC FORUM

None.

3. CONSENT AGENDA

- a. Approval of Minutes from April 20, 2023 Regular Meeting
- b. Approval of Claims/Accounts Payable for April 2023
- c. Approval of Claims/Accounts Payable for May 2023
- d. Res 2023-03 – Declining Waiver of Statutory Tort Limits
- e. Approving Addition of Juneteenth Holiday
- f. Quarterly Financial Report – Q1-2023

MOTION by Lawrence to approve the Consent Agenda as presented, seconded by Winkelman, all voted aye. **MOTION CARRIED 4-0.**

4. OLD BUSINESS

None.

5. NEW BUSINESS

a. Authorization to Dispose of Unused SCADA Cards

- Smythe explained that the Sewer Authority has new, unused SCADA cards that are no longer compatible with our system since it was upgraded. There are other agencies still using the old system that may be interested in purchasing these cards. Kirchenbauer added that the market is tight for some of these older products so there could be some value. Staff are looking for authorization to list on an auction site.
- **MOTION** by White to list for sale the unused SCADA cards, seconded by Lawrence, all voted aye. **MOTION CARRIED 4-0.**

b. Authorization to Dispose of Scrap Metal

- Staff explained the request to revisit the discussion from last year about disposing of scrap metal. Last year, Members wanted to wait until metal prices improved.
- **MOTION** by Lawrence authorizing staff to dispose of and transport metal for the best price available within 120 days, seconded by White, all voted aye. **MOTION CARRIED 4-0.**

c. Other Business

- Smythe explained that Clearwater’s Park Commission had asked staff to revisit the possibility of obtaining black dirt from the Sewer Authority. Last year when discussed, Members wanted to charge market rate for the dirt. Given that it needed to be hauled and is not high quality material, the city council declined.
- Members had different recollections of the discussion from the prior year. Member Winkelman asked if the dirt could be characterized as black dirt or fill, which have different pricing. Staff were unsure. The pile is from construction of the wastewater plant in 2008 and has been sitting ever since.
- Members would like more information about the value of the dirt pile. Members suggested having a professional that works in the dirt industry visit and rate the dirt, even if there is a small cost for the assessment.
- **MOTION** by Lawrence to request/hire a professional dirt company to rate the dirt and estimate its value for sale to the public, seconded by White, all voted aye. **MOTION CARRIED 4-0.**

6. REPORTS

a. MPCA Sulfate Standard

- Smythe gave an overview of the wild rice standard from the 1970s that is now going to be enforced by MPCA. The initial information received leads staff to believe that we will likely be in a monitoring cycle for at least our initial permit renewal following the implementation of the standard. MPCA plans to share additional information at another meeting June 28, 2023.

Member Tasa arrived at 5:47 p.m. and joined the meeting in progress.

b. HMI Panel Audit

- Plant Operator Kirchenbauer reported that the system audit conducted by Veolia went well and that no major areas of concern were found. Some equipment was adjusted and is not operating better. The technician reported that the plant looks good and is operating well.

c. FYI – Flow Report, Building Permit Reports

- Staff noted that flows continue to run below budget estimates, resulting in revenue shortfalls. Staff reiterated the request to move the revenues to a fixed rate rather than a flow rate. Members asked staff to check if other cities bill using flow rates and report back at the next meeting.
- Members had questions about new construction and capacity. Staff noted that the flow rates and capacity are regularly monitored and that we are only around 50% capacity right now.

7. NEXT MEETING DATE

Next regular meeting is scheduled for August 17, 2023 at 5:30 p.m. at Clear Lake City Hall.

8. ADJOURN

MOTION to adjourn by Lawrence, seconded by Tasa, all voted aye. **MOTION CARRIED.** Meeting adjourned at 5:57 p.m.

ATTEST:



Annita M. Smythe, Director

APPROVED:



Tim Goenner, Chair