

**MINUTES**  
**TRI-LAKES REGIONAL SEWER DISTRICT**  
**NOVEMBER 12, 2012**

**CALL TO ORDER** – Board President, Dan Stauffer, called the meeting to order at 5 pm. The meeting was held at the District Office, 5240 N. Old 102.

**ROLL CALL** – Roll call was taken and all Board members were present including newly-appointed Board member, George Schrumpf. Also present were Nel Mann, Cliff Creason, Tim Brower (who will replace Mike Martin in December), Dick Eckert (who will replace David Anderson in December), Carol Martin (who will replace Nel), Jim Lauer of Schnelker Engineering, and one guest, Craig McCullough.

**CUSTOMER CALLS/CONCERNS/INQUIRIES DIRECTED TO TRUSTEES** -- Customer Craig McCullough appeared before the Board to express his concerns over being billed for a grinder repair which he positively believes was not caused by anyone in his home. He did not feel that we could charge him when the fault was with one of the other two customers on his grinder. We explained our policy and our inability to determine who is/was at fault when a grinder fails due to customer negligence. Although he disagreed with our policy and ask for an exemption, the Board denied his request.

**MINUTES & REPORTS** – All reports (Minutes, Financial, Operations, and Maintenance) for June and July were emailed to Trustees prior to the meeting for review. Dan asked if there were any additions, deletions, corrections, or additional questions on any of the reports. There being none, Mike made a motion, Tom seconded, to accept all reports as presented. The motion carried by unanimous vote.

**OLD BUSINESS** --

- Jim Lauer presented a new option to the Board for the installation of the NPDES-required influent flow meter. The previous option he had presented would have cost the District anywhere from \$35,000 to \$45,000. This new option should cost in the vicinity of \$10,000. After all facts were presented to the Board, Mike made a motion that we take Jim's suggestion and purchase two of the recommended flow meters (one to install and one as a spare) along with the necessary parts and labor to install. Janet seconded the motion, and it carried by unanimous vote. Nel, with Jim's assistance, will proceed with ordering the parts and scheduling the work.
- The Good Friday holiday update to the Employee Manual, approved at the last meeting, was presented to the Board for signature.
- Cliff had suggested that we get more quotes on sewer pumps before going ahead with the purchase of the Cornell pump that was approved at the October meeting. Nel did as suggested and the quotes came in at or near the same as AirVac's. She also informed the Board that AirVac had indicated that if we purchased from someone other than them, they would not install and/or maintain the pump. Consequently, the Board directed Nel to go ahead with the Cornell pump purchase from AirVac.

- There was continued discussion of rate increases. Nel suggested to the Board that, due to the fact that our rate consultant, banker, and Nel had all left or were leaving soon, they might want to seriously consider delaying any rate increase for now. After much discussion, George Bruce made a motion to go ahead with a 5% increase to be effective on January 1<sup>st</sup>. Sue seconded. A vote was taken by a show of hands, and the motion was voted down. George Bruce, Sue, and Dan voted in favor of the increase; Tom, Mike, Janet, and George Schrupf voted against the motion. This topic will be revisited in a future meeting of the Board.
- There was no other old business to discuss.

### **NEW BUSINESS**

- Because the meeting was running very late, Nel very quickly went over an IDEM visit to our site (which was very positive!), a request by MacAllister to meet with the Board on additional maintenance of our generators after the first of the year (new administrator will schedule), and the 2013 cash flow analysis sheet. There was little discussion on any of these items.
- Nel requested 2013 increases for both Tina and Ryan Egolf. Sue made a motion and Janet seconded to increase both by 3%, effective with the first pay period in January, 2013. The motion carried by unanimous vote of the Board. This increases Tina's rate by 43 cents, from \$14.39/hour to \$14.82/hour. Ryan's contracted amount will increase from \$425/month to \$437.75 per month.
- Due to Dan's departure from the Board, elections of new officers was held. Sue Schroeder was elected as President for 2013. Janet Moss retained her position as Treasurer. Tim Brower was elected Secretary. These officers will start their terms in December and continue throughout 2013. The new president will appoint committee members at the December meeting.
- Because it was the last meeting for both Mike and Dan, Nel and the remainder of the Board members took some time to thank both of them for their service to this District. Both will be missed! Mike was then asked to leave the meeting, and did so, before the Personnel Committee made their recommendation to the remaining Board members for Nel's replacement.
- The Personnel Committee, after interviewing several applicants for Nel's position recommended that the District hire Carol Martin. Sue made a motion and Tom seconded to approve this recommendation. A vote was taken (Mike Martin, Carol's husband, was out of the room and had no vote in her appointment) and Carol was approved unanimously. She will officially start on November 13<sup>th</sup> at a salary of \$34,500/year, or \$1,326.92 per pay period. After her six-month probationary period is complete, her salary will increase by \$500/ year to \$35,000, or \$1346.15 per pay period. She will work the same work schedule (35 hours/week) as Nel did if she so chooses to do so.
- There was no other new business discussed at this meeting.

**ADJOURNMENT** – There being no further business to be brought before the Board, Sue made a motion, Tom seconded, to adjourn. All Board members voted in the affirmative, and the motion carried. Dan adjourned the meeting at 6:45 p.m.

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Susan Schroeder, Secretary