



**Minutes**  
**Regular Board Meeting**  
Monday, December 22, 2025  
5:00 PM

Board Members Present: Jack Ezell, Jim Aird, Laura Ness, Loren Lilly, Marcia Podratz, Rob Schilling, Carrie Schneider, and Nathan Johnson

Board Members Absent: Ben Mathews

Staff Present: Chuck Kimball, Cathy Remington, Tim Lundell, AJ Axtell, Brandon Kohlts, Carrie Clement, and Lauri Amundson

Legal Present: Matt Hanka, Fryberger Law Firm

Guests Present: Eric Towley and Jamie Voeks, Waste Management

Chair Schilling called the meeting to order at 5:00 PM.

**1. Agenda Review**

**2. Old Business**

2.1 **[Approval of the Solid Waste Hearing Examiner Recommendation.pdf](#)  [Hearing Findings SIGNED.pdf](#) **

Eric Towley, representing Waste Management, attended the meeting and provided a statement regarding the citation, reinforcing the company's commitment to compliance. Jack Ezell presented a review of the findings from the Solid Waste Hearing Examiner citation, which were discussed at the Operations and Planning Committee meeting held on December 16, 2025.




**It is recommended that the Board affirm the Administrative Citation dated October 9, 2025, including the \$250 fine. A motion was made to approve the Administrative Citation.**

*Moved by:* Laura Ness

*Seconded by:* Jim Aird

**Motion Passes**

### 3. Approval of Consent Agenda Items

- 3.1 [Regular Board Meeting - Nov 24 2025 - Minutes - Pdf.pdf](#) 
- 3.2 [Board Member Vouchers for November.pdf](#) 
- 3.3 [Payment Vouchers dated November 19, through December 16, 2025.pdf](#) 

**The Board moves to recommend approval of the Consent Agenda Items**

*Moved by:* Marcia Podratz

*Seconded by:* Carrie Schneider

**Motion Passes**

### 4. New Business Items for Discussion and Approval

#### Operations and Planning

- 4.1 [Approval of Professional Services - Heating and Power System Improvements](#) 

Brandon Kohlts reviewed the Heating and Power System Reliability Improvements Project.

**The Operations and Planning Committee recommends the Board approve a professional services agreement with Donohue & Associates for the Heating and Power System Reliability Improvements project in an amount not to exceed \$46,000.**



**This will be funded from the approved 2026 wastewater capital budget, Biogas Conditioning Improvements – Dry Chillers (Project #101284).**

*Moved by:* Jack Ezell

*Seconded by:* Laura Ness

**Motion Passes**

#### Finance

4.2 [Approval of 2026 District Gainshare and Incentive Plan](#)   
[2026 District Gainshare and Incentive Plan.pdf](#) 

Carrie Clement presented the 2026 Gainshare and Incentive Plan, which was discussed at the Finance and Personnel committee meeting.

**The Finance Committee recommends that the Board approve the 2026 Gainshare and Incentive Plan. The 2026 Gainshare and Incentive Plan has a maximum payout of \$3,000 per full-time equivalent (FTE).**

*Moved by:* Jim Aird

*Seconded by:* Carrie Schneider

**Motion Passes**

4.3 [Approval of 2026 District Goals 2026 District Goals.pdf - Attachments.pdf.pdf](#) 

Carrie Clement presented the 2026 District Goals, which were discussed at the Finance and Personnel committee meeting.

**The Finance Committee recommends that the Board approve the 2026 District Goals.**

*Moved by:* Loren Lilly

*Seconded by:* Marcia Podratz

**Motion Passes**

4.4 [Approval of Janitorial Services-Bid 1503 BID \(2025\) Janitorial Services - Attachments.pdf](#) 

Cathy Remington reviewed the Bid for Janitorial Services. Two bids were received.

**The Finance Committee recommends that the Board award this bid in the annual amount of \$85,859.00, for the term of 3 years, with 2 possible, 1-year extensions.**

*Moved by:* Jim Aird

*Seconded by:* Jack Ezell

**Motion Passes**

## Personnel

### 4.5 [Approval of 2026 Salary Adjustments](#)

Carrie reviewed the salary adjustments for Supervisory and Confidential employees.

**The Finance and Personnel committee recommends that the Board approve the Executive Director's authority to distribute an amount not to exceed \$95,575 in merit and market adjustments for Supervisory and Confidential employees.**

*Moved by:* Laura Ness

*Seconded by:* Carrie Schneider

**Motion Passes**

### 4.6 [Approval of 2026 Worker's Compensation Insurance Renewal](#)

Cathy reviewed the renewal of the worker's compensation policy with The League of Minnesota Cities.

**The Personnel Committee recommends that the Board approve the \$5000 deductible quote for a 2026 Worker's Compensation insurance premium of \$100,257.**

*Moved by:* Marcia Podratz

*Seconded by:* Loren Lilly

**Motion Passes**

## 5. Committee Reports

- 5.1 Committee of the Whole
- 5.2 Finance
- 5.3 Operations and Planning
- 5.4 Personnel
- 5.5 Legislative

- 5.6 Board Governance
- 5.7 Board Member Comments

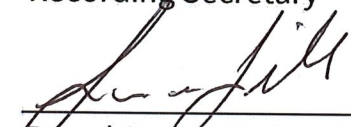
**6. Reporting**

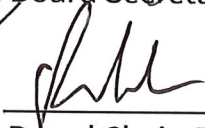
- 6.1 Communications
- 6.2 [Monthly Financials.pdf](#) 
- 6.3 [NPDES.pdf](#) 

Tim Lundell gave a report for the November NPDES. Tim noted that there was a small sewage release in November at the Division E Bruce Circle Hwy. 61 manhole.

- 6.4 Executive Director

  
Recording Secretary

  
Board Secretary, Loren Lilly

  
Board Chair, Rob Schilling

The meeting adjourned at 5:31 p.m.