Resource Renew
The brand of Western Lake Superior Sanitary District

Minutes
Regular Board Meeting
Monday, March 23, 2026
5:00 PM

Board Members Present: Jack Ezell, Jim Aird, Laura Ness, Loren Lilly, Marcia Podratz, Rob Schilling, Carrie Schneider, Ben Mathews, and Nathan Johnson (remote attendee)

Staff Present: Carrie Clement, Brandon Kohlts, Cathy Remington, AJ Axtell, Kevin Anderson, and Lauri Amundson

Legal Present: Matthew Hanka-Fryberger Law Firm

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

1. Agenda Review

2. Old Business

3. Approval of Consent Agenda Items

3.1 Regular Board Minutes dated February 23, 2026
Regular Board Meeting - Feb 23 2026 - Minutes

3.2 Board Member vouchers for February
February Board Vouchers.

3.3 Payment Vouchers dated February 18, through March 17, 2026
03-17-2026 Board Register.pdf

3.4 Approval of Data Practices Policy Update
Attachment

3.5 **Approval of Electrician 1 Job Description & Pay Grade**
Electrician 1.

3.6 **Approval of Electrician 2 Job Description & Pay Grade**
Electrician 2.

3.7 **Approval of Electrician 3 Job Description & Pay Grade**
Electrician 3.

3.8 Approval of IT Specialist 1 Job Description & Pay Grade
IT Specialist 1.

3.9 **Approval of IT Specialist 2 Job Description & Pay Grade**
IT Specialist 2.

3.10 **Approval of Systems Administrator Job Description & Pay Grade**

Motion Passed 9-0

4.3 Approval of Change Order #8 - HVAC Modifications - Secondary Clarifier Rehabilitation Project

Brandon Kohlts discussed Change Order #8 to modify HVAC equipment and upgrade the building automation system (BAS) server.

The Operations and Planning Committee recommends that the Board approve Change Order #8 to McGough Construction Co. in the amount of $227,326.28.

This change order will be funded from the approved wastewater capital budget Secondary Clarifier Rehabilitation Project (Project #101208).

Moved by: Jim Aird; seconded by: Ben Mathews

Aye: Jack Ezell, Jim Aird, Laura Ness, Loren Lilly, Marcia Podratz, Rob Schilling, Carrie Schneider, Nathan Johnson, and Ben Mathews

Motion Passed 9-0

4.4 Approval of Professional Services Agreement - Cloquet Discharge Force Main Assessment

Brandon Kohlts reviewed the professional services agreement for an engineering assessment of the Cloquet Pump Station discharge forcemain pipe and the engineering review of Sappi construction plans.

The Operations and Planning Committee recommends that the Board approve entering into a professional services agreement with HR Green for the Cloquet Discharge Forcemain Assessment Project for an amount not to exceed $24,339.

This work will be funded from the 2026 wastewater capital budget discretionary fund (project #101301).

Moved by: Ben Mathews; seconded by: Jack Ezell

Aye: Jack Ezell, Jim Aird, Laura Ness, Loren Lilly, Marcia Podratz, Rob Schilling, Carrie Schneider, Nathan Johnson, and Ben Mathews

Motion Passed 9-0

4.5 Approval of Mediated Settlement Agreement and Release

Carrie Clement reviewed the Mediated Settlement Agreement and Release of all claims between WLSSD and Shank Constructors associated with the CHP - Biogas Engine Generators and Siloxane Removal Project, Bid No 1445.

Mediated Settlement Agreement and Release

The Operations and Planning Committee recommends the Board approve the Mediated Settlement Agreement and Release between Western Lake Superior Sanitary District and Shank Constructors to settle all claims in the amount of $195,000.

Moved by: Jim Aird; seconded by: Loren Lilly

Aye: Jack Ezell, Jim Aird, Laura Ness, Loren Lilly, Marcia Podratz, Rob Schilling, Lauri Amundson

Recording Secretary

Board Secretary, Loren Lilly

Board Chair, Rob Schilling

The meeting adjourned at 5:31 PM.