



# Martenson & Eisele, Inc.

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Planning - Environmental - Surveying - Engineering - Architecture

**Larsen Winchester Sanitary District  
Notes from Special Meeting – Larsen Winchester Sanitary District  
March 25, 2021**

**Attendees:** Scott Reif, Rob Nelson, Scott Mathison, LWSD  
Mary Jo Miller, Martenson & Eisele, Inc. (Prepared Notes)

1. We reviewed and discussed the draft Section 2 – Existing Facilities section of the Facility Plan (See Attached).
2. It was noted that recent influent wastewater flows have been lower than in the past. Mary Jo Miller will request water meter reading data for water usage from Holly Stevens, Town of Clayton to compare to influent wastewater flows.
3. Scott Mathison will approach Kwik Trip to request information on their current wastewater flows.
4. We reviewed and discussed the draft letter and attachments to be sent to WDNR to request effluent limits for facility planning. (See Attached).
5. The Board is in agreement with the population and wastewater flow projections shown on the draft document, except for commercial development in Growth Area 3. The Board instructed Mary Jo Miller to change Appendix C to estimate that 50% of the commercial area in Area 3 will develop between now and the Design Year of 2045.
6. We discussed guidance received from East Central Wisconsin Regional Planning Commission for population and flow projections. (See Attached). Mary Jo Miller will request a revised memo from ECWRPC to document that they are in agreement with the commercial development estimate revision in Growth Area 3.
7. Discussion included regionalization with the Village of Winneconne as a Facility Planning Alternative. This led to discussion on the current status and content of the Boundary Agreement between the Town of Winchester and the Town of Clayton. Scott Reif will obtain a copy of the Boundary Agreement for our review.

