

Meeting date: May 4, 2021
Larsen Winchester Sanitary District Monthly Meeting

Approved April 6, 2021 meeting notes

The Commissioners of the Larsen Winchester Sanitary District (LWSD) met on April 6, 2021 at 4:00PM at Rob Nelson's shop (Cty Rd II, voting at the Town Hall). Present were President Scott Reif, Scott Mathison, Rob Nelson, Mike Pfankuch, Cori Thomas, Mary Jo Miller (Martenson & Eisele). Invited guests were Adam Blackburn and Jeff Guth.

President Reif called the meeting to order. The minutes of the March 1, 2021 meeting were provided to the Commissioners to review before the meeting. A motion was made by Rob Nelson and seconded by Scott Mathison to accept the minutes. Motion carried unanimously.

The minutes of the March 25, 2021 Special Meeting were provided to the Commissioners to review before the meeting (Mary Jo's meeting notes). A motion was made by Rob Nelson and seconded by Scott Mathison to accept the minutes. Motion carried unanimously.

County Road II extension of sewer service - The LWSD would like to expand the area and residents have expressed an interest in having sewer extended to the vacant lot. Schuelke's attended our last meeting and may also be interested in sewer service. President Reif made a motion to file a petition with the Town of Winchester board to change the LWSD boundary to add Parcels 028041302 and 0280415 located along County Road II. The motion was seconded by Rob Nelson. Motion carried unanimously.

Town of Clayton's report – Holly provided the board with the first quarter 2021 readings report. There are eight no reads (all are new) and all have been sent a letter. There are two zero consumption accounts without explanation (i.e. snowbirds, etc.) There are two new continuous leak accounts and both have been sent letters. Mike said that Holly would attend our next meeting to discuss her report.

Cori provided the commissioners with drafts of the Utility Service and Connection Permit. A few revisions were provided so she will update and email to the group to approve for our next meeting.

Mary Jo handed out the revised CMOM Goals and Self Audit measures for the commissioners to review. Mike will work on getting some life jackets/rings on the property. Motion made by Scott Mathison and seconded by Rob Nelson to accept the reviewed CMOM goals and audit measures. Motion carried unanimously. Mary Jo provided the commissioners with the revised standard specifications for any new construction. We will have these available at both town halls for new residents along with the approved Utility Service and Connection Permit.

Mary Jo contacted Great Lakes regarding the repair work and they have us on their list for the TV'ing.

Martenson and Eisele ordered approximately 20 markers and had about 8-10 in the office available to use so they are ready to mark. They also completed the Environmental Fee Review and sent it through to the DNR so we can expect to receive the revised bill for this (\$1,334.45).

Mary Jo requested reports from Holly for 2018-2020 to review our flows. She computed an average of 0.0335 million gallons/day. The influent/inflow are higher from the ponds at 0.049.

Mike Pfankuch's report – Mike provided the March 2021 flows for the commissioners – total of 1,343,881 gallons for the month. This averages out to be 43,351 per day. There is some green in the ponds but Mike is hoping that if the sun comes out things should take care of itself. The water is really low.

Mike received a rebate check for a lawsuit that we were included in.

Mike talked with Black Haak but they were not interested in the bid for the generator backup system so he asked Fochs for an estimate (Town of Clayton also uses them). He received an estimate summary of \$3,514. The commissioners asked if any other things for the stations could also be included for the estimate so Mike will touch base with them for the other items. The commissioners decided to table for the next meeting to see what else they can cover.

Mike asked that we send a letter out to Borchert's reminding them of our agreement for only family hunting on the land. Mike has noticed a few others 4-wheeling on the land.

Mike got a call from the resident from Samuel Drive regarding the manhole in his yard. He wondered if it could be lowered and would like to landscape around it. Mike will contact Immel's and see how much it will cost for lowering the manhole. Once he knows this he'll let the commissioners know and we'll make a decision on how to proceed after that.

President Reif's report – President Reif met with Tori Straw from the Town of Clayton regarding the Intergovernmental Agreement between the Town of Winchester and the Town of Clayton. A few questions were addressed regarding what they will charge to hook up with them. Tori mentioned that it would be based on our estimated flow. More will be discussed on this matter as time passes but the LWSD will continue to operate as normal.

President Reif asked two prospect commissioners from the Town of Clayton to attend our meeting. Jeff Guth and Adam Blackburn are residents of the district and are interested in being more involved within the community. Both residents will be presented at the Town of Clayton's agenda board meeting for approval. If they become approved by the Town of Clayton then a motion was made by President Reif and seconded by Rob Nelson to add them to the current pay schedule and requested that we include the April meeting.

Motion was made by Scott Mathison and seconded by Rob Nelson to pay the bills as presented. Motion carried unanimously.

Bills paid in April:

1. Cori Thomas – salary	\$788.07
2. Mike Pfankuch – salary	\$1,958.68
3. Town of Clayton – billing	\$666.67
4. Badger Labs – testing	\$408.00
5. Century Link – phone bills	\$225.00
6. Martenson & Eisele – engineering	\$1,750.50
7. Diggers Hotline – tickets	\$3.98
8. Total Energy – maintenance	\$987.95
9. WPS – electricity	<u>\$570.78</u>
Total:	\$7,359.63

A motion was made by Scott Mathison and seconded by Rob Nelson to adjourn the meeting. Motion carried unanimously. Meeting ended @5:20pm.

Respectfully submitted.

Cori Thomas – Secretary/Treasurer
Larsen Winchester Sanitary District

Our next meeting date/time is Tuesday 05/04/21 4pm at the Town of Winchester Town Hall.
