

Monthly Meeting date: August 2, 2022
Larsen Winchester Sanitary District

Approved July 5, 2022 meeting notes

The Larsen Winchester Sanitary District (LWSD) commissioners met on July 5, 2022 at 4:00PM at the Winchester Town Hall. Present were Chairman Scott Reif, Rob Nelson, Jeff Guth, Adam Blackburn, Connie Kreutzberg, Mike Pfankuch, Cori Thomas, and Holly Stevens.

Chairman Reif called the meeting to order. The minutes of the June 7th, 2022 meeting were provided to the Commissioners to review before the meeting. A motion was made by Rob Nelson and seconded by Jeff Guth to accept the minutes. Motion carried unanimously.

Resident Dennis Clark, request for refund – Motion made by Jeff Guth and seconded by Rob Nelson to issue Dennis Clark a refund for ½ of his credit. The remainder will be left on his account. Motion carried unanimously.

Budget vs Actual Profit & Loss – the commissioners reviewed our current spending and talked about other things that will be due this year. If any major repairs need to happen in the next couple of months we may need to draw from one of our CDs at Verve CU.

Review of the Final Assessment Resolution 2022-03 – the commissioners reviewed the resolution sent from Mary Jo. All are in agreement that no revisions are necessary and gave Mary Jo the go ahead to proceed with posting/etc.

With Mary Jo absent this month, the review and updating of our ordinances will be addressed at our next meeting.

WDNR Facility Plan Review – Mary Jo forwarded an email from the DNR with an update on the Facility Plan. She will continue to keep us in the loop with any other communication she receives.

2022 2nd quarter billing report – Holly provided reports for the commissioners. There was 10 No Reads (3 repeats, 7 new). Letters were sent. 2 Zero Reads/Zero Consumption with letters sent out. 3 meter accounts with continuous leaks were reported. More meters have been ordered so will wait on sending out some of the letters for now. Holly also provided an update report of the meter replacement status and the revenue report/past due numbers for our Budget vs Profit & Loss update.

Mike Pfankuch's report – The June 2022 flows for Larsen were 444,700 and Winchester were 779,350. The combined total was 1,224,050 gallons for the month. This averages out to be 40,801 per day. Mike had Speedy Clean out to vacuum wipes from the lift station. Mike will be meeting with Mike Stanek from the DNR for their annual inspection of the pond. He'll see if he can also come to one of our meetings for a question and answer session. Mike had a group text out to the other commissioners when Total Energy was there for their maintenance.

Cori Thomas's report – Cori reviewed the CD terms at Verve CU and a few options if we need to have additional funds available before the November due date. CenturyTel lines have been cancelled and a credit is currently on our bills. They will refund that credit to us with 1-2 months.

Bills were reviewed and presented to pay. Motion was made by Jeff Guth and seconded by Adam Blackburn to pay the bills as presented. Motion carried unanimously.

Bills paid in July:

1. Cori Thomas – salary	\$800.00
2. Mike Pfankuch – salary	\$1,887.65
3. EMC Insurance – ins	\$1,293.80
4. Melvin V Mathison – reimburse postage bought	\$232.00
5. Speedy Clean – repairs & mtn	\$1,045.00
6. Dennis Clark – refund of partial credit	\$303.48
7. Wunderlich Plumbing – repairs & mtn	\$750.00
8. Badger Labs – testing & inspections	\$408.00
9. Diggers Hotline – tickets	\$22.62
10. Martenson & Eisele – engineering services	\$6,955.00
11. Treco's – lawn & drive upkeep	\$570.00
12. Crane Engineering – repairs & mtn	\$4,740.00
13. Badger Labs – testing & inspections	\$2,088.00
14. Immel's Excavating Inc. – Cty II project	\$1,639.08
15. Menn Law – lawyer fees	\$162.00
16. WPS – electricity	<u>\$640.39</u>
Total:	\$23,537.02

A motion was made by Jeff Guth and seconded by Connie Kreutzberg to adjourn the meeting. Motion carried unanimously. Meeting ended @4:51pm.

Respectfully submitted.

Cori Thomas – Secretary/Treasurer
Larsen Winchester Sanitary District

Our next meeting date/time is Tuesday 08/02/22 4:00pm at the Winchester Town Hall.
