

The Commissioners of the Larsen Winchester Sanitary District met at 4:00PM on September 3, 2014 at the Winchester Town Hall. Present were Mike Pfankuch, David McNamee, Mike Kinney, Jim Emmons, Betty Nelson, Mike Siewert, Laurie Goffard and Brian Riemer.

President Pfankuch called the meeting to order. The minutes of the August 13, 2014 and August 21, 2014 minutes were reviewed and one date in the 8-13-2014 minutes was changed. A motion was made by Mike Kinney and seconded by Mike Pfankuch to accept the minutes as printed with date change.

Laurie Goffard from the Town of Clayton reported that at her meeting with the Neptune Representative he told her that there would be another fee of \$2,250.00 for a three year Proper Maintenance charge on the new software in addition to the original purchase of items in the amount of \$4,350.00. This would take the total cost of the package up to \$6,600.00. She asked the Neptune Rep. what the cost of the Proper Maintenance would be when the three years ran out. They told her that they usually do not change their rates for 5 to 6 years. After much discussion the Commissioners decided to go ahead with the additional cost. A motion was made by Mike Pfankuch and seconded by David McNamee to purchase the additional software package for the price of \$2,250.00. Motion carried unanimously. They authorized Laurie Goffard of the Town of Clayton to make the purchase and the Sanitary District would reimburse the Town of Clayton for it. The Sanitary District would be owners of the complete package.

Brian Riemer from McClone Insurance agency came before the Commissioners to review the Sanitary District Insurance policies as the Commissioners believe this has not been done since the District was established. He handed out a summary of the insurance policy now in effect. The Commissioners went over each item line by line with him. Many changes were made on each page. There were adjustments that went up in cost and a few lowered. The Commissioners decided to raise the deductible on every item from \$500.00 to \$1,000.00. They reviewed Property, Eleven Premises, Accounts Receivable, Valuable Papers, Crime, Money & Securities, General Liabilities & Equipment Floater. The Workman's Compensation and Position Bond for the treasurer were discussed. The Position Bond will stay the same. Mr. Riemer said they were consulting a few Insurance Co.'s about the Workman's Compensation and he would get back to the Commissioners about this. Many addresses and zip codes will also have to be corrected.

Mr. Riemer was instructed to get a legal description on all Premises to make sure they are all in the right sections. He will call Mike Pfankuch when all these changes are made and Mike may call a special meeting to review all the changes before the next meeting on October 1, 2014.

Mike Siewert brought a bad meter so the Commissioner's could see firsthand just how they are and look when bad water runs through them continually.

Mike Pfankuch now has an address for the Ponds. It is 4861 Grandview Road, Larsen, WI. 54947. The sign will go on the west side of the driveway. He also noted that the District owns the ditch by the Ponds but the Borchert's own the land on both sides of the ditch. Mike Pfankuch & Mike Siewert will look into this more thoroughly.

Mike Kinney questioned if we should get rid of a lot of the old records that are in the District's building in Larsen. They have accumulated since the District was established about 1980. The law says we need

to keep them for seven years. Betty will try to go through them and the Commissioners will help Betty with the shredding. All the records and books from when the District was first established will be kept.

A motion was made by David McNamee and seconded by Mike Pfankuch to pay the bills. Motion carried unanimously.

1.	Town of Clayton - Overpayment of Taxes.	\$1,674.21
2.	Jim Emmons - Salary-4 Meeting.	1,754.65
3.	Betty Nelson - Salary - 4 Meetings - Mileage - Supplies	1,746.07
4.	Mike Pfankuch - Salary - 6 Meetings	415.56
5.	David McNamee - Salary - 4 Meetings	323.22
6.	Mike Kinney - Salary - 5 Meetings	323.22
7.	Martenson & Eisele, Inc. - Engineers	450.00
8.	Town of Clayton - Billing	666.67
9.	Badger Labs - Testing	380.00
10.	Digger's Hotline - Tickets	19.90
11.	Internal Revenue Service - Social Security	1,759.50
12.	Bohm Lawn Care - Mowing	455.00
13.	Century Link - 3 Phones	186.75
14.	W.P.S. - Gas & Electric	357.24
15.	Mike Kinney - Additional meeting	46.17

The next meeting will be on October 1, 2014 at 4:00PM at the Winchester Town Hall.

Motion made by David McNamee and seconded by Mike Pfankuch to adjourn. Motion carried unanimously.

Respectfully submitted:

Betty Nelson - Secretary/Treasurer



Larsen Winchester Sanitary District