

**Meeting date: January 30, 2018**  
**Larsen Winchester Sanitary District Monthly Meeting**

Approved 1/30/18, January 2, 2018 meeting notes

The Commissioners of the Larsen Winchester Sanitary District met on January 2, 2018 at 4:00PM at the Winchester Town Hall. Present were President Mike Pfankuch, Scott Mathison, Rob Nelson, Cori Thomas, Larry Kriescher, and Mike Siewert (Martenson & Eisele). Not present: Jim Emmons.

President Pfankuch called the meeting to order. The minutes of the December 6, 2017 were provided to the Commissioners to review before the meeting. No changes were necessary to the draft form. A motion was made by Scott Mathison and seconded by Rob Nelson to accept the minutes. The December special meeting minutes will be available to review at our next meeting.

Agenda line item #3 – Holly will come to our next meeting and discuss the meter readings (her and Doug went out today for the readings and had good results).

Agenda line item #4 Sewer Main Extension project Mike Siewert provided some additional feedback for our meeting regarding the expansion and what our capacity is (48,000 gallons is our peak capacity). We are currently under capacity (using 36,000 gallons) but it is necessary to think ahead and see if we can continue to operate under capacity or if the project will put us over capacity. He also discussed if we are over capacity then what will be our options for treating our water. Rob Nelson expressed his concern for going forward on this project if someone else might want to develop on the other side of town and now we are over capacity. He asked what if we hit capacity then what do we do? He'd like to know what Kwik Trip will use now and what they will use if they add a car wash. Rob is leaning more to the need to have more of a reserve and prioritize it in case a developer wants to go forward. Scott Mathison asked for a smaller scale option. Rob Nelson said that if others were attending the meetings and were excited about the expansion then he'd feel better about this to go forward. Cori Thomas asked about commercial versus residential assessments (billed the same or is the ratio different). Mike Siewert understood all of the questions/concerns and feels like tackling a smaller scale assessment and service area proposal is warranted to bring back for the committee. He will base it more towards the interested commercial properties. Cori will follow up with Ehlers and let them know that the project is on hold for now.

Agenda line item #7 – Cori will forward via email an updated Profit and Loss Budget versus Actual 2017.

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

Billed paid in January:

|  |            |
|--|------------|
| 1. Cori Thomas – Salary                  | \$700.00   |
| 2. Jim Emmons – Salary                   | \$1,662.30 |
| 3. Town of Clayton – Billing             | \$666.67   |
| 4. Century Link – phone bills            | \$225.00   |
| 5. WPS – gas and electric bills          | \$625.29   |
| 6. Ferguson Waterworks - MRX             | \$7,375.00 |
| 7. Badger Labs - testing & inspection    | \$2,092.50 |
| 8. Town of Clayton – Larsen Drainage tax | \$2,346.08 |

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|--------------------|
| Total: \$15,692.84 |
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The next meeting date/time will be Tuesday, March 6, 2018 @4pm.

A motion was made by President Pfankuch and seconded by Rob Nelson to adjourn the meeting. Motion carried unanimously. Meeting ended @5:02pm.

Respectfully submitted.

Cori Thomas – Secretary/Treasurer

Larsen Winchester Sanitary District