

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

Approved 3/6/18, January 30, 2018 meeting notes

The Commissioners of the Larsen Winchester Sanitary District met on January 30, 2018 at 5:00PM at the Winchester Town Hall. Present were President Mike Pfankuch, Scott Mathison, Rob Nelson, Cori Thomas, Jim Emmons, and Mike Siewert (Martenson & Eisele).

President Pfankuch called the meeting to order. The December special meeting minutes were provided to the committee 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.

The minutes of the January 2, 2017 were provided to the Commissioners to review before the meeting. No changes were necessary to the draft form. A motion was made by Rob Nelson and seconded by Scott Mathison to accept the minutes.

Agenda line item #3 – Holly provided the committee with a report to review. We are consistency running at 1% no reads. This seems consistent with the age of our meters/batteries. Ferguson stated that the meters have a 20 year life but any that need to be replaced are being honored under their warranty. Continuous leak reports letters were sent out by Holly. The MRX has arrived and is being loaded to the laptop so it should be good to use that for the next reading. Doug's laptop was used on the last meter reading because there was some software issues with using Holly's laptop.

The committee discussed possible lists of items to have on the next quarterly statement going out. Third quarter (October) should be geared towards snow birds/extended vacation homeowners and updating our records before they go so we can watch their addresses/meter readings. We could run the update your address whenever we have an open time. Mike Siewert suggested the ordinance updates (water softener/updated fines/etc.) Mike will put something together for ordinances and will provide the information to us to talk about at the next meeting so Holly has it available for her next quarterly mailings.

Holly asked what the next steps will be for Aaron Weinke (property owner that is not responding to the outstanding requests for meter checks). The committee agreed that Holly should contact Bob Sorenson and have him enforce our ordinances. Motion made by Scott Mathison and seconded by Rob Nelson to follow up with Aaron Weinke and enforce ordinance #5/provide the final notice. Bob will also provide a deadline to contact us to set up the inspection. If he does not follow through then a court date will be set up.

Agenda line item #4 Sewer Main Extension project Mike Siewert provided some calculations in response to a request from the committee to downsize things and see if there was a better option for this project. He ran different options and the committee has this information to review for the next meeting. The numbers are still pretty high for assessments to who would be affected. A small grinder pump is not an option for the smaller scale project (only would work for a few houses not the area we are looking at). A small package lift station is going to be needed so the costs involved will be expensive. Rob asked if a small pump could be an option if only Kwik Trip wanted to go forward with this but the easement nightmare probably wouldn't be worth it for them. President Pfankuch made the motion to table this project indefinitely, seconded by Rob Nelson. Motion passed unanimously. 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. Mike Siewert said he won't bill out anymore for this

project but will keep an ear out and keep us in the loop if he comes up with a better option if he can make it more appealing to go forward in the future.

Agenda line item #7 – Jim Emmons updated the group that the White Pines lift station was fixed and we will get a bill from Total Energy for it. It will probably be sent to Jim Emmons so he'll bring it to our next meeting.

Agenda line item #8 – Mike Siewert provided the Chloride Source Reduction Measures report for us to review (done 2/5/12). The Chloride progress report is due 3/31/18 and Mary Jo did the last one for us. They will do it again for us (quote is not to exceed \$1600; Mike hopes to have it done for less). Motion made by President Pfankuch and seconded by Rob Nelson to go ahead with Martenson & Eisele to do this report for us. Mike also mentioned to include this in our quarterly mailing reports ideas for Holly.

Agenda line item #9 – Trash pump sale item. Mike Siewert sent out an email asking if we wanted to sell this to him. The one that the LWSD has is over 20 years old and not being used. President Pfankuch also received a request that the Town of Clayton would like to buy it too. Discussion took place for different ideas of what to do with it and the committee decided to give it to the Town of Clayton. They will refurbish it and have it available to us whenever we might need it. Motion made by Scott Mathison, seconded by Rob Nelson. President Pfankuch abstained from the vote.

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

Agenda #10 – Cori sent out 1099's and brought the W-2's for all in attendance. Wunderlich Plumbing was the only new one added in for 2017.

Billed paid in February (January 30th meeting):

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| 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 | \$180.00 |
| 5. Badger Labs – testing & inspection | \$405.00 |
| 6. Digger's Hotline – tickets | \$7.96 |
| 7. Wunderlich Plumbing – repairs/mtn | \$220.00 |
| 8. Total Energy – repairs/mtn | \$2,696.03 |
| 9. Martenson & Eisele – engineering | \$922.50 |
| 10. Larsen Postmaster – postage | \$50.00 (\$49 check was adjusted to \$50) |
| 11. WPS – gas and electric bills | \$713.67 |
| 12. WWDA/LMD – seminar for Mike | \$25.00 |

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| Total: \$8,249.13 |
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Tentatively the next meeting date/time will be Tuesday, April 3, 2018 @4pm.

A motion was made by President Pfankuch and seconded by Rob Nelson to adjourn the meeting. Motion carried unanimously. Meeting ended @6:15pm.

Respectfully submitted.

Cori Thomas – Secretary/Treasurer
Larsen Winchester Sanitary District