

Meeting date: June 5, 2018
Larsen Winchester Sanitary District Monthly Meeting

Approved 7/10/18

The Commissioners of the Larsen Winchester Sanitary District met on June 5, 2018 at 4:00PM at the Winchester Town Hall. Present were President Mike Pfankuch, Scott Mathison, Rob Nelson, Cori Thomas, Mary Jo Miller (Martenson & Eisele), and Jim Emmons.

President Pfankuch called the meeting to order. The minutes of the May 1, 2018 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 President Pfankuch to accept the minutes.

Agenda line item #3/4 – Mary Jo Miller presented the proposal we received back from Jeff’s Water Conditioning stating that they would conduct the water softener inventory services/chloride source reduction measures testing at no charge. The committee agreed that this is the best option and voted to accept this proposal. Motion made by Scott Mathison and seconded by President Pfankuch. Motion carried unanimously. Mary Jo will send a letter back to them and will provide a list of names/addresses from Holly. The committee also asked Mary Jo to request they include a tune up special to include in our June billing notice so everyone was aware of additional services they’ll be available to do.

President Pfankuch requested that Mary Jo update the ordinance wording to add in ‘per Wisconsin Department of Natural Resources (WDNR) mandate’ on the ordinance information for the June billing information (educational letter so all of the residents are aware of what we need to have happen next year, then every other year). The motion was made by President Pfankuch and seconded by Rob Nelson to adopt the updated ordinance information. Motion carried unanimously. Additional information discussed is that the fee to comply with this mandated ordinance information will be paid by the homeowner and added to their quarterly bill/year. We will update the RFP for this information and see if Jeff’s Water Conditioning will quote this additional service with the water softener service/chloride source reduction measures testing in case residents want to have it done yet this year.

Agenda line item #5 – Mary Jo Miller presented the CMAR report for 2017. There was a motion made to accept the 2017 CMAR Resolution 2018-01 060518 report. Motion made by President Pfankuch and seconded by Scott Mathison. Motion carried unanimously.

Agenda line item #6 – Mike Pfankuch’s reported that all meters have been replaced and all are reading. Mike met with Treco’s and stated that a little brush cleaning and some maintenance around the lift stations was done and all looks good by the ponds. The solar bee group was out to do their yearly maintenance. Jim mentioned that if they needed to make any repairs/mtn (parts needed/etc.) then we’ll get a bill for that otherwise if it was just the annual maintenance then no bill (was included with the purchase price).

Agenda line item #7 – Jim Emmon’s reported that the draw down was done 5/21-5/31 and total gallons out were 8,520,000. Average was 774,550 gallons. High was 900,000/low 52,000. Pretesting from Badger Labs was good. One pump was out in Larsen (the seals were out). Crane Engineering is going to get back in touch with him regarding the base coating. Wunderlich Plumbing has a bill for \$160, and Jim’s 1099 information for calls/etc. was presented for payment of \$1,100.

Agenda line item #9 – Cori mentioned that we received the Town of Winchester payments and the land rent for 2017/2018. In talking about the land rent Borchert’s mentioned that they may want to rent the land long term/tile the land/etc. She followed up with them and suggested that they attend a future meeting to talk through what their ideas are. We also had our 6-month CD renewed via email to Becky Flanagan at Verve. President Pfankuch requested that Cori bring an updated list of all of our investments for the next meeting. Lastly, Cori is planning to go out with Holly to do the June readings so that she is comfortable with the reading process.

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

Billed paid in June:

1. Cori Thomas – Salary	\$700.00
2. Jim Emmons – Salary	\$1,800.83
3. Mike Pfankuch – Salary/meetings	\$692.63
4. Robert Nelson – Salary/meetings	\$600.27
5. Scott Mathison – Salary/meetings	\$600.27
6. Town of Clayton – Billing	\$666.67
7. Century Link – phone bills	\$225.00
8. WPS – electricity	\$702.64
9. Badger Labs – testing & inspection	\$405.00
10. Digger’s Hotline – tickets	\$17.91
11. Martenson & Eisele – engineering fees	\$1,626.00
12. Great Lakes – maintenance	\$3,961.20
13. WI DNR – Dept of Nat Resource fees	\$539.26
14. Wunderlich Plumbing – maintenance	\$160.00
15. Jim Emmons – 1099 subcontractor work	\$1,100.00
16. US Treasury – 2 nd quarter 941 (payroll tax)	\$1,754.04

Total: \$15,551.72

A motion was made by Scott Mathison and seconded by Rob Nelson to adjourn the meeting. Motion carried unanimously. Meeting ended @5:06pm.

Our next meeting date/time will be scheduled for Tuesday, August 7, 2018 @4pm.

Respectfully submitted.

Cori Thomas – Secretary/Treasurer
Larsen Winchester Sanitary District