

March 7, 2017 – Approved

Larsen Winchester Sanitary District Monthly Meeting

The Commissioners of the Larsen Winchester Sanitary District met on February 7, 2017 at 6:00PM at the Winchester Town Hall. Present were President Mike Pfankuch, Rob Nelson, Scott Mathison, Jim Emmons, Cori Thomas, Mark Caswell/Eric from Treo's and Mike Siewert.

President Pfankuch called the meeting to order. The minutes of the January 3, 2017 meeting were provided to the Commissioners to review before the meeting. No changes were necessary. A motion was made by Scott Mathison and seconded by President Pfankuch to accept the minutes.

Mark Caswell from Treo's introduced himself to the group and discussed what his company's responsibilities are. They are currently on the 2nd year of a three-year term and the LWSD is extremely happy with his work. He is open to any feedback if there are changes necessary to what they are currently doing.

Jim Emmon's report:

A list of potential homes to install the five meters (discussed in January) were provided along with a list of no meter readings to review. Jim will hire the plumber to install the meters (probably Wunderlich Plumbing out of Fremont). He will get the current addresses/phone numbers for the plumbers to contact the homeowners. Scott Mathison made a motion, seconded by Rob Nelson to go ahead with the installation of these new meters. President Pfankuch will contact Tori to print out a new list for the committee to have as a reference. We will then setup with Tori so that she reads the new meters each month.

Mike Siewert's report:

The discussion to replace 50 meters a year was presented so that all the meters can be replaced over the next six years. He will check in with Doug Gries at Ferguson to see if the LWSD can get credit towards the new meters when the old ones are being replaced. Mike also discussed options for attending a DNR meeting regarding the permit. Any findings will be discussed at the next meeting.

Jim Emmon's report:

One pump was out in White Pines and is being fixed on 2/8/17 – Wednesday by Crane Engineering. Jim also asked for the new commissioner's telephone numbers so he can update the call logs. Regarding Great Lakes TV Seal, we need to figure out what area we'd like them to do this year. The White Pines was done in 2016. Mike Siewert/Jim Emmons will come up with a plan for the area to do next month (possibly Pumpkin Court). Bills from Badger Labs, Diggers Hotline, Great Lakes TV Seals, and Crane Engineering were submitted for payments. Mike Siewert will bring maps for all the committee members to the next meeting.

A motion was made by Rob Nelson and seconded by President Pfankuch to pay the bills. Motion carried unanimously.

1.	Jim Emmons – Salary	\$ 1,662.30
2.	Cori Thomas – Salary	700.00
3.	Town of Clayton – Billing	666.67
4.	Cori Thomas – reimburse computer bag	26.99
5.	Badger Labs	1,488.00
6.	US Treasury	280.23

7.	Century Link – 3 Phones	193.53
8.	W.P.S. – Gas & electric	693.17
9.	Martenson & Eisele – Engineers	635.00
10.	Badger Lab’s - Testing	405.00
11.	Digger’s Hotline - Tickets	3.98
12.	Crane Engineering	214.26
13.	Great Lakes TV Seal Inc.	1,521.10

Total: \$8,490.23

Other discussion items:

President Pfankuch provided the manhole sealing project results to the committee members to review. The pipes were cleaned and a report/DVD is available. We also brought up ideas for replacing the current wording for ‘please don’t flush...’ on the statement. Holly will update and change the location/wording on the statement. Holly is also interested in coming up with a go to sheet for what to do for a final reading/welcome to LWSD/etc. sheet to provide with the bill (maybe have a list of names/addresses/contacts/etc.) President Pfankuch will get in touch with Holly regarding this.

The next meeting will be on Tuesday, March 7, 2017 at 4:00PM at the Winchester Town Hall. A motion was made by Scott Mathison and seconded by President Pfankuch to adjourn. Motion carried unanimously.

Respectfully submitted:

Cori Thomas – Secretary/Treasurer
Larsen Winchester Sanitary District