

Meeting date: February 4, 2020
Larsen Winchester Sanitary District Monthly Meeting

Approved - January 7, 2020 meeting notes

The Commissioners of the Larsen Winchester Sanitary District met on January 4, 2020 at 4:00PM at the Winchester Town Hall. Present were President Mike Pfankuch, Scott Mathison, Rob Nelson, Mary Jo Miller (Martenson & Eisele), Jim Emmons, and Matt Olson (Town of Winchester). Cori Thomas was absent/excused.

President Pfankuch called the meeting to order. The minutes of the December 3, 2019 meeting 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.

Mary Jo's report –Mary Jo didn't have any new items to report on this month. She asked if she should start working on the Chloride Progress Report (due in March). A motion was made by Scott Mathison and seconded by President Pfankuch for her to start the report. There are a few other reports that will be due in 2020. She'll keep the commissioners updated as the deadlines get closer.

Jim Emmon's report – The total flow for the year was 18,899,520 gallons. President Pfankuch asked if Jim knew how that related to previous years and if there were trends that he has noticed. Mary Jo mentioned that she will get a report generated for our next meeting to look at the numbers and trends over the past five years. Scott Mathison also talked about the total relative to loads/day if we needed to start trucking it out (without the ponds). This topic was discussed at the town board meeting. Jim had a bill from Crane Engineering that will be added to the current month's bills to pay. He is also getting an estimate from Crane for some lift station maintenance (both stations).

President Pfankuch's report – Holly will come to our next meeting to discuss the 4th quarter reading. President Pfankuch received an insurance settlement refund check in the mail (small amount for some class action lawsuit that the LWSD was part of). Matt Olson provided President Pfankuch with a copy of the Intergovernmental Cooperative Plan between the Town of Clayton and the Town of Winchester and a letter from Dempsey Law regarding their review of the plan. Cori will have copies available for the next meeting.

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

Billed paid in January:

1. Cori Thomas – salary	\$700.00
2. Jim Emmons – salary and meetings	\$1,662.30
3. Town of Clayton – billing	\$666.67
4. Badger Labs – testing and inspection	\$681.00
5. Martenson & Eisele – engineering	\$454.50
6. Century Link – phone bills	\$225.00
7. Town of Clayton – 3 parcels/tax bills	\$1,724.83
8. Digger's Hotline – tickets	\$25.16
9. Menn Law Firm Ltd. – lawyer	\$178.60
10. USPS – postage	\$55.00
11. WPS – electricity	\$698.89
12. Crane Engineering – repairs and maintenance	\$1,928.00

13. Ferguson Waterworks – meters	\$950.00
14. Badger Labs – testing and inspection	\$405.00 (pd extra, credit for Feb so no bill sent).
15. Martenson & Eisele – engineering	\$643.50
16. Curt/Katie Becker – refund of fees paid	\$159.29
	Total: \$11,157.74

A motion was made by Rob Nelson and seconded by President Pfankuch to adjourn the meeting. Motion carried unanimously. Meeting ended @4:23pm.

Our next meeting date/time is tentatively set for Tuesday, 3/3 at 4pm.

Respectfully submitted.

Cori Thomas – Secretary/Treasurer
Larsen Winchester Sanitary District