

**Meeting date: April 3, 2018**  
**Larsen Winchester Sanitary District Monthly Meeting**  
**@ Melvin V Mathison CPA office, 5326 County Rd I I**  
**(elections taking place at the Winchester Town Hall).**

Approved 4/3/18

March 6, 2018 meeting notes

The Commissioners of the Larsen Winchester Sanitary District met on March 6, 2018 at 5:00PM at the Winchester Town Hall. Present were President Mike Pfankuch, Scott Mathison, Rob Nelson, Cori Thomas, Mike Siewert, and Larry Kriescher. Jim Emmons was absent (excused).

President Pfankuch called the meeting to order. The minutes of the January 30, 2018 (February 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.

Agenda line item #3 – President Pfankuch’s report. He received a report from McClone Agency regarding some information he requested regarding the lease agreement if our meters were lost in a casualty. They provided us with some quotes for adding the additional policy coverage onto our insurance in the case that there was a fire/etc. The commissioners discussed and decided that the additional policy coverage was not necessary to be added on at this time. We will revisit it again annually to see if the cost outweighs the possibility of natural disasters/etc.

President Pfankuch also wanted to update us on the meter for Aaron Weinke (property owner that had not responded to the outstanding requests for meter checks). Bob Sorenson had sent out a certified letter and Mr. Weinke followed up and is compliance. Wunderlich Plumbing went in and replaced the meter.

Last item was a question from Jim Emmons (he asked President Pfankuch to ask) regarding the repairs by Great Lakes. As of now it is not scheduled so Mary Jo will follow up with them to see when they are planning to make the necessary repairs.

Agenda line item #5 – Mary Jo attended the meeting from Martenson & Eisele. She handed out the Summary of Reports due. One of the reports deal with the Chloride Target Value – Annual Chloride Progress Report (due 3/31/2018). Mary Jo referenced page 4 of the report – item 2, Education. This area discusses that the district should send a letter to all customers this spring to discuss upcoming water softener inspections/etc. In 2005 we had Diamond Water Conditioning come in and inspect all softeners and they would like us to do that again to comply with this goal outlined in the report. Item 3, Water Softener Inspections also discusses mailing out information to the residents of the LWSD with suggestions to reduce the discharge of chlorides to the sanitary sewer system. Mary Jo will provide some information to Holly for the next mailing to accomplish this goal. Items 2-5 had additional discussion points to reach the desired goals we’d like to do. Because the DNR would like us to conduct the inspections we will work on the mailings for this summer so that we can take care of the inspections/educate/update inventory of softeners and hopefully have multiple residents get the Demand Initiated Regenerations. Mary Jo will find out who Dale used for their inspections. The committee gave Mary Jo their approval to go ahead with updating the Chloride Progress Report and confirmed that she will send in by the March 31<sup>st</sup> deadline. The committee also asked them to update the ordinance wording. We will also add Mary Jo to our agenda for next month to discuss a contractor list with softener inspections.

Last thing to discuss is what areas should be TV'ed this year? The group reviewed the maps and will discuss possible areas at our next meeting. Mary Jo left the maps with the commissioners so they can use them in the review process next month.

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

Billed paid in March:

1. Cori Thomas – Salary	\$700.00
2. Jim Emmons – Salary/meetings	\$1,800.82
3. Mike Pfankuch – Salary/meetings	\$692.62
4. Robert Nelson – Salary/meetings	\$646.45
5. Scott Mathison – Salary/meetings	\$646.45
6. Town of Clayton – Billing	\$666.67
7. Century Link – phone bills	\$225.00
8. WPS – electricity	\$632.71
9. Badger Labs – testing & inspection	\$405.00
10. Digger's Hotline – tickets	\$5.97
11. Martenson & Eisele – engineering	\$7,953.75
12. US Treasury – 1 <sup>st</sup> quarter 941	\$1,769.36

Total: \$16,144.80
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Tentatively the next meeting date/time will be Tuesday, May 1, 2018 @4pm.

A motion was made by President Pfankuch and seconded by Scott Mathison to adjourn the meeting. Motion carried unanimously. Meeting ended @5:15pm.

Respectfully submitted.

Cori Thomas – Secretary/Treasurer  
Larsen Winchester Sanitary District