

The Commissioners of the Larsen Winchester Sanitary District met on April 13, 2016 at 4:00PM at the Winchester Town Hall. Present were Mike Pfankuch, David McNamee, Mike Kinney, Jim Emmons, Betty Nelson, Mike Siewert and Melvin Mathison. The minutes of the March 2, 2016 meeting were reviewed and a money figure was corrected. Motion made by David McNamee and seconded by Mike Pfankuch to accept the minutes as corrected. Motion carried unanimously.

Two bids were received to do the Meter Reading & Billing for the District for the next three years. The first one opened was from Melvin Mathison CPA. His bid was for \$6,000.00 pr. year for a term of three years. The District would have to purchase the software at the cost of \$3,200.00 and \$795.00 per year for maintenance upkeep.

The second bid was from the Town of Clayton was \$8,000.04 or \$666.67 per month. This bid was also for a term of three years. This is the same as we paid them for the past three years.

Much discussion was held on the pros and cons of each bid. After this discussion, it was decided to accept the bid from the Town of Clayton for three more years. After that, the District will purchase all the necessary software and all the work will be done in house instead of hiring it out. A motion was made by Mike Kinney and seconded by David McNamee to accept the bid presented by the Town of Clayton for Meter Reading and Billing for another three years at the cost of \$8000.04 (\$666.67 per month) with the idea that when the three years are up the District will have all the equipment purchased and all necessary work ready so everything can be done in house. Motion carried unanimously.

A bid was also received from Treeo's Lawn Service to do all work necessary around the Ponds for a two year period, with cost varying as to what work is needed. The Commissioner's were more than pleased with the work they did last season. A motion was made by David McNamee and seconded by Mike Pfankuch to hire Treeo's Lawn Service for two years to do all the work necessary by the Ponds. Motion carried unanimously.

Jim Emmons reported that the TV'ing was complete but he had no report back yet. There is a manhole on East Ann Street that is under the road and will have to be raised.

Mike Siewert reported that Solar Bee will be coming to the Ponds this Friday, April 15th, to do maintenance work as per our Solar Bee contract. He also reported that he heard from the DNR that they made a mistake on our annual dues. They charged the District for discharging for 61 days when discharging was done for only 13 days. The charge went down from \$1,655.16 to \$342.97.

Mike Pfankuch said that he received a notice from the Winnebago County Property Lister saying that when we did our Boundaries in 2013 a couple of errors were made and would need to be corrected. The District removed the quarry property from the District but it was not removed from the legal boundary description. Also a piece of farm property on Grandview Road was

divided into two parcels and the District cannot have split parcels. Mike Pfankuch will continue to get more information on this matter.

Mike Siewert received the corrected Sanitary District ordinances from Atty. Bob Sorenson. Mike Pfankuch has gone over them all and gave them to the two other Commissioners to read thoroughly. This will be brought up at the May 4, 2016 meeting.

Paul Johnson questioned his User bill. They were on vacation for a few months and had done everything necessary to make sure that no water was going to the Ponds. When the meter was read it was zero, so it was averaged according his other billings and he was billed accordingly. This error was corrected to Paul's satisfaction.

Mike Pfankuch suggested that a letter go out to the users reminding them what they should do before going on vacation or for extended periods of time to make sure that there will be no water leaks.

A motion was made by David McNamee and seconded by Mike Pfankuch to pay the bills. Motion carried unanimously.

1.	Jim Emmons - Salary	\$1,662.30
2.	Betty Nelson - Salary-Mileage-Supplies	1,532.77
3.	Martenson & Eisele - Engineers	3,131.95
4.	Town of Clayton - Billing	666.67
5.	Atty. Bob Sorenson - Attorney	422.50
6.	Digger's Hotline - Tickets	7.96
7.	Century Link - 3 Phones	193.11
8.	W.P.S- Gas & Electric	689.19
9.	Badger Labs. - Testing	391.00

The next meeting will be on May 4, 2016 at 4:00PM at the Winchester Town Hall.

Motion by Mike Kinney and seconded by Mike Pfankuch to adjourn. Motion carried unanimously.

Respectfully Submitted;

Betty Nelson - Secretary/Treasurer



Larsen Winchester Sanitary District