

**Meeting date: October 2, 2018**  
**Larsen Winchester Sanitary District Monthly Meeting**

Approved - September 11, 2018 meeting notes

The Commissioners of the Larsen Winchester Sanitary District met on September 11, 2018 at 4:00PM at the Winchester Town Hall. Present were President Mike Pfankuch, Scott Mathison, Rob Nelson, Mary Jo Miller (Martenson & Eisele), and Jim Emmons. Absent – Cori Thomas

President Pfankuch called the meeting to order. The minutes of the August 7, 2018 meeting were provided to the Commissioners to review before the meeting. No changes were necessary to the draft form. A motion was made by Scott Mathison and seconded by Rob Nelson to accept the minutes.

Mary Jo's report – Mary Jo submitted the Phosphorus Optimization Evaluation Report to the WDNR Aug 8<sup>th</sup> due date (9/30). As of today she hasn't received any comments back from them. The Annual Chloride Progress Report was submitted to the WDNR March 7<sup>th</sup> and no comments had been received regarding that too so she is assuming no news is good news. The Water Softener Inventory is going good. Mary Jo talked with Jeff on Sept 10<sup>th</sup> for a status update. He has received a few additional calls from residents but will work more diligently this fall to complete work by the end of 2018. The discussion regarding the Amendment to Ordinance 4 was tabled this month and will be discussed at the October meeting. Mary Jo called w when the WDNR expressing our concern regarding the cost and inconvenience of the tune ups and the requirement to the LWSD customers. Her response back from them was that the District is tied to this requirement because it is in the WPDES permit. Badger Labs measured sludge levels and collected samples of sludge for pH testing on Aug 17<sup>th</sup>. Mary Jo received an email from Badger Labs Sept 13<sup>th</sup> and forwarded the results to the commissioners (hard copy to Jim Emmons). She mentioned that she'll analyze and create a report of her findings for our next meeting. Last item was information on Herbicide Treatment of LWSD WWTP. A quote was received from Lake and Pond Solutions Co. to provide the proposed Fluridone treatment to prevent growth of duckweed in May of 2019 (following discharge of effluent from the plant). Motion was made by Scott Mathison and seconded by Rob Nelson for Lake and Pond Solutions Co. to treat both ponds for duckweed after our May 2019 drawdown. Motion carried unanimously. The quote they provided us was based on the depth of our ponds so the price should be less than the quote we currently have. Also listed in the quote is for them to obtain a WDNR Permit.

Jim Emmon's report - Immel's will work on the valve first to see if they can get things freed up regarding the installation of an 8-inch tapping tee and valve upstream of Control Structure 2 between Ponds 1 and 2. President Pfankuch also asked about the screen for outlet control structure No. 3. He was at a meeting and they mentioned an idea that might work for us. He'll follow up with the company (out of IL) to see what they'd suggest for us. Great Lakes came out on Sept 10<sup>th</sup> for the televising work. The mowing was done on Sept 11<sup>th</sup> but Jim wasn't happy with the results. President Pfankuch will contact Mark and talk to them about getting it cut down more around the ponds/etc. Jim received a bill from Crane Engineering (same as the estimate we approved a few months back).

Agenda line item #6 –President Pfankuch talked with Tori/Holly regarding the supplies that we had paid for and shouldn't have (contract specifies that supplies will be paid by the Town of Clayton). Cori will drop off the receipts and they will reimburse us for them.

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

Billed paid in September:

1. Cori Thomas – Salary	\$700.00
2. Jim Emmons – Salary & meetings	\$1,847.00
3. Michael Pfankuch – Salary & meetings	\$738.80
4. Robert Nelson – Salary & meetings	\$646.45
5. Scott Mathison – Salary & meetings	\$600.28
6. US Treasury – 3 <sup>rd</sup> qtr payroll taxes	\$1,776.98
7. Town of Clayton – Billing	\$666.67
8. Century Link – phone bills	\$150.00
9. WPS – electricity	\$502.37
10. Badger Labs – testing & inspection	\$405.00
11. Martenson & Eisele – engineering fees	\$2,207.50
12. Larsen Postmaster – stamps	\$50.00
13. Treeo’s – lawn maintenance	\$245.00
14. Digger’s Hotline – tickets	\$21.89
15. Crane Engineering – repairs/mtn	\$4,550.00

Total: \$15,107.94
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A motion was made by Scott Mathison and seconded by Rob Nelson to adjourn the meeting. Motion carried unanimously. Meeting ended @4:30pm.

Our next meeting date/time will be Tuesday, 11/6 at 4pm at Melvin V Mathison CPA office (elections taking place at the Winchester Town Hall).

Respectfully submitted.

Cori Thomas – Secretary/Treasurer  
Larsen Winchester Sanitary District