

Meeting date: November 6, 2019
Larsen Winchester Sanitary District Monthly Meeting

Approved October 1, 2019 meeting notes

The Commissioners of the Larsen Winchester Sanitary District met on October 1, 2019 at 4:00PM at the Winchester Town Hall. Present were President Mike Pfankuch, Scott Mathison, Rob Nelson, Cori Thomas, Mary Jo Miller (Martenson & Eisele), and Jim Emmons.

President Pfankuch called the meeting to order. The minutes of the September 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 Scott Mathison and seconded by Rob Nelson to accept the minutes.

Agenda #3 – The Drifter’s Snowmobile Club met with the Town of Clayton and their plan was approved to go ahead with hooking up.

Town of Clayton/Holly’s report – Holly did the 3rd quarter reading on 9/30. There was 21 No reads, 18 were new. The three repeats on the report were contacted by Bob Sorenson and have since followed up with Doug Wunderlich. There were three new meters with 35+ days of zero usage. There was also three new meters indicating 35+ days of leaking and two meters with repeated continuous leak reporting. All letters have been sent out and Doug Wunderlich has stopped in to pick up the work orders. Holly included the standard end of the year wording that any account not paid in full by November 15, 2019 will be placed as a special assessment on the property tax bill associated with the account along with a \$10 penalty charge. The snowbird’s flyer was used in the mailing (Holly contacted President Pfankuch before our meeting and he confirmed that it should be used).

Mary Jo’s report – Mary Jo provided copies of the boundaries to be added to our ordinance folder. She also provided copies of the Compliance Evaluation Inspection report from the DNR (Barti Oumarou), which included recommendations for the LWSD. Lastly, she provided the commissioners with the Great Lakes quote along with the costs for each item detailed out. There is some major repairs/maintenance needed (\$30k). The repairs were already approved in our September meeting so Mary Jo will contact them and get us on their schedule. They mentioned to Mary Jo that they will get try to get some work done in Fall 2019 but most will be billed/take place in Spring 2020.

Regarding Amos Ihde – the commissioners voted to have this expense reimbursed by him. Cori will send out a letter (done by Martenson & Eisele, Inc. on 9/6/19 for \$270).

Jim Emmon’s report – Crane Engineering will calibrate the flow meters in October. There is four inches of water remaining on top of the concrete structure. Pond 1/2 are looking pretty good for the amount of green (watermeal was talked about in our September meeting). The pond mowing looks good.

President Pfankuch’s report – He has a conference in Green Bay October 10th and requested that the LWSD pay for attending. The commissioners agreed to pay for this continuing education class.

President Pfankuch was contacted by a resident regarding an open lot on County Road II that he is hoping to sell and wondered about hooking up to the LWSD. Mary Jo will need to research it and see about the flow/depth of that manhole.

Cori's report – Cori asked Holly to bring copies of the letters that are being sent out. The commissioners reviewed them and made some updates with our most recent ordinance changes/phone numbers/etc. Cori will email Holly these changes so they are updated for our next billing.

The commissioners discussed options for where to make the donation for Dave McNamee. Motion made by Rob Nelson and seconded by President Pfankuch to support a local organization and send \$300 to the Lions Club. Motion carried unanimously. Cori will send a letter along with the donation/cc Cleo McNamee.

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

Billed paid in October:

1. Cori Thomas – salary	\$700.00	
2. Jim Emmons – salary	\$1,662.30	
3. US Treasury – 941 quarterly payroll taxes	\$1,777.00	
4. Town of Clayton – billing	\$666.67	
5. Treeos – lawn care and mtn	\$2,190.63	
6. Century Link – phone bills	\$200.00	
7. Martenson & Eisele – engineering fees	\$1,206.00	
8. CNA Surety – bond	\$100.00	
9. Digger's Hotline – tickets	\$16.63	
10. WPS – electricity	\$531.36	
11. Ferguson Waterworks – meter project	\$2,274.45	
12. EMC Insurance – insurance	\$5,340.00	
13. US Postal Services – renew PO Box	\$56.00	
14. Lions Int'l Larsen – donation: D McNamee	\$300.00	
<table border="1"><tr><td>Total: \$17,021.04</td></tr></table>		Total: \$17,021.04
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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 @4:58pm.

Our next meeting date/time will be Tuesday, 12/3 at 4pm.

Respectfully submitted.

Cori Thomas – Secretary/Treasurer
Larsen Winchester Sanitary District