

12-06-2016 – *Approved Minutes 1/3/17*

Larsen Winchester Sanitary District Monthly Meeting

The Commissioners of the Larsen Winchester Sanitary District met on December 6, 2016 at 4:00PM at the Winchester Town Hall. Present were Mike Pfankuch, David McNamee, Mike Kinney, Jim Emmons, Cori Thomas, and Mike Siewert.

President Pfankuch called the meeting to order. The minutes of the November 1, 2016 meeting were provided to the Commissioners to review before the meeting. A few verifications were discussed and then a motion was made and seconded to accept the minutes.

Jim Emmon's/Mike Siewert's report:

Martenson & Eisele did sludge depths and the numbers are good. Mike Siewert presented the pre-discharge and after discharge paperwork from Badger Labs and the BOD/Suspended solids/Chloride – auto analyzer numbers are good (well under the limits). The pond drain went good (8,160,000 out/average of 554/day). The pond is low now and pretty much free of duckweed. Jim presented his \$300 bill for additional meetings attended July-Dec (DNR/Ferguson/Henrietta/etc.) that will be added to his check this month. He will have some additional bills to present for Badger Labs and will forward to Cori Thomas as he receives them. The Ferguson bill will not be paid, being researched by President Pfankuch (it was stated as a no charge fee per Doug Gries in last month's meeting).

Mike Siewert's report:

Report information was provided above regarding the Badger Lab reports. Mary Jo is analyzing the sludge depth and she will provide him with the results.

Betty Nelson's retirement:

Both the Winchester and Clayton boards expressed an interest to providing Betty with a retirement gift as a thank you for her many years of service. A motion was made by President Pfankuch to pay Betty \$6,000 as a 1099 and will be issued in January 2017 (\$200/month x 30 years of service). Motion was seconded by Dave McNamee. Vote passed 2 to 1.

This is Dave McNamee's last meeting. He was thanked for his many years of service and for starting the Winchester Sanitary Board in his basement as well as bringing Larsen into it later on. Rob Nelson will take Dave's spot on the board.

Mike Pfankuch's report:

A review of the salaries for the board was discussed and corrected this month. The board was receiving the correct pay per meeting (\$50/meeting) but the incorrect pay per year (pay was \$600 and should have been changed to \$700/year in 2012). The commissioner's checks issued this month included the back pay for 2012-2016 (extra \$100/year).

The question was asked why tracer wire is not in. Jim Emmons was contacted and he explained that it was not necessary at the time. Utilities go down 42 inches and the sewer is a lot deeper than that

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

1.	Jim Emmons - Salary/meetings	\$ 1,962.30	
2.	Mike Pfankuch - Salary/meetings/retro pay	969.67	
3.	Dave McNamee - Salary/meetings/retro pay	877.32	
4.	Mike Kinney – Salary/meetings/retro pay	923.50	
5.	Cori Thomas – Salary	700.00	
6.	Town of Clayton – Billing	666.67	
7.	Martenson & Eisele – Engineers	1,537.50	
8.	Digger’s Hotline – Tickets	15.92	
9.	Badger Lab’s – Testing	535.00	
10.	U.S. Treasury – Quarterly 941’s	2,299.03	
11.	Century Link – 3 Phones	193.68	
12.	W.P.S. – Gas & electric (pd double in Nov)	79.34	
	Total:		\$10,759.93

The next meeting will be on Tuesday, January 3, 2017 at 4:00PM at the Winchester Town Hall. A motion was made by Dave McNamee and seconded by Mike Kinney to adjourn. Motion carried unanimously.

Respectfully submitted:
Cori Thomas – Secretary/Treasurer
Larsen Winchester Sanitary District