

Meeting date: May 9, 2017
Larsen Winchester Sanitary District Monthly Meeting

April 4, 2017 – Approved meeting notes as of 5/9/17

The Commissioners of the Larsen Winchester Sanitary District met on April 4, 2017 at 4:00PM at the Winchester Town Hall. Present were President Mike Pfankuch, Rob Nelson, Scott Mathison, Jim Emmons, Cori Thomas, Holly Stevens, Doug Gries, and Mike Siewert.

President Pfankuch called the meeting to order. The minutes of the March 7, 2017 meeting were provided to the Commissioners to review before the meeting. No changes were necessary. A motion was made by Rob Nelson and seconded by Scott Mathison to accept the minutes.

Holly Stevens did the quarterly reading this week and worked with Doug Gries to investigate some problem areas with the meters/software/etc. She will be getting the billing out at the end of the week. She will include the dirty dozen full page and the back side to get updated homeowner's address sheet. Thirty meter heads were replaced and she will make changes as needed to get the total quarter billed out correctly. The bill register report Holly reviewed showed 14 meters sending out a radio flat (RF) reading (which means that the meter is not correctly reading it). These will be researched because they had not been showing up on a No Read report since a reading is coming through (it just is not coming through correctly). Doug suggested that the 14 meters should be replaced (probably high iron buildup/etc.) and the old units should be dropped off by Holly. Doug Gries will pick them up from her and send them back since they are still under warranty. They will pull them apart to see what the problem is. The new unit will be sent to LWSD under the return materials agreement (RMA). Holly has a list and is writing a letter which will have detail the reason for the request for access and provide the homeowner with Doug Wunderlich - Wunderlich Plumbing's contact information to replace. President Pfankuch also referenced ordinances #2, #5, and #6 if need be (meaning if the owner isn't compliance then additional action may be necessary to fulfill replacing the units). Scott mentioned that water systems could be checked at the same time to save the double check necessary later on if that is the meter issue. Reports from the Neptune software were provided by Holly (an ECoder Plus Report) that reports Leak Status (No Leak, Intermittent, Continuous). Holly will do some more research with the software reports and provide them as we need them to help aid with these problem addresses.

Jim Emmon's report:

They will be out to do the spring maintenance something soon for the Solar Bee (part of the 5-year maintenance program). There is about 4 inches on Pond 2 before it will run over. Jim reports good inflow/infiltration.

Mike Siewert's report:

Mike brought maps and talked through where the sewer ends/showed the GIS map. Some discussion points were brought up about the areas down by Kwik Trip/trailer park/etc. and if a feasibility test should be done (cost involved/capacity in the ponds/etc.) to see if there is a potential to develop any of the land in this area. Mike talked about ideas for where the best spot would be for a lift station/how the sewer system could be used with a gravity system/etc. It will probably be best to set up a separate meeting day/time and invite a few people who might be interested in the development of the areas to see if enough interest is there. Mike will follow up with a feasibility study at the next meeting. Cori will look into the cabinet for signed ordinance copies and if they aren't signed then we'll go through the right avenues to get the ordinance updated and signed with the current commissioners.

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

1.	Jim Emmons – Salary	\$ 1,662.30
2.	Cori Thomas – Salary	700.00
3.	Town of Clayton – Billing	666.67
4.	Century Link – 3 Phones	193.68
5.	W.P.S. – Gas & electric	670.28
6.	Martenson & Eisele – Engineers	1,184.00
7.	Badger Lab’s - Testing	405.00
8.	Digger’s Hotline - Tickets	9.95

Total:	\$5,491.88
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The next meeting will be on Tuesday, May 9th, 2017 at 4:00PM at the Winchester Town Hall.

A motion was made by Rob Nelson and seconded by Scott Mathison to adjourn. Motion carried unanimously.

Respectfully submitted:

Cori Thomas – Secretary/Treasurer
Larsen Winchester Sanitary District