

The Commissioners of the Larsen Winchester Sanitary District met at 4:00PM on January 6, 2016 at the Winchester Town Hall. Present were Mike Pfankuch, David McNamee, Mike Kinney, Jim Emmons, Betty Nelson, Mike Siewert, Laurie Goffard and Tori Straw. President Pfankuch called the meeting to order. The minutes were reviewed. A motion by David McNamee and seconded by Mike Kinney to approve the minutes.

Laurie Goffard reported that she read the meters on December 29, 2015 and that twelve meters read over 9,990. In a month she will go to those addresses to see if anything has changed. She questioned the batteries or if the meters are being read backwards.

Tori Straw, Clayton Town Clerk, reported that when she was getting the special assessment ready for the tax bills she found out that the League of Wisconsin Municipalities Act #274 had already become law. She had no knowledge of this act. After 2015 the utilities and landlords had certain things to do in order to put delinquent notices on our tax bills. The owner has to notify the District, in writing, that it is a rental for this to apply. The District would have to give the property owner 14 days notice prior to putting the delinquent fees on the tax bill. If the landlord does not notify us that he is renting any property then this does not apply. This comes from the Public Service Commission. She gave us written information to refer to if this ever comes up.

Jim reported that the December influent was 16,898,440 gallons which is 46,297 gallons per day.

Jim also asked if the February meeting could be held on the 10th of February instead of the 3rd. Betty will call Mike Pfankuch if this is acceptable with the other commissioners.

Mike Pfankuch reported that there would be a \$1,000.00 deductible on our claim for the incident on Ann Street. We should be getting about \$3,000.00 on our claim.

Discussion was held about our meters. Mike Siewert said that our meters have propellers in them but there are other ways of reading meters. Some of our meters can clog up from stuff in the water. He also handed out reports showing where the lift station on Ann Street lies and copies of where the right away is and where lot lines are. We are in the right of way. We are about four feet away from the lift station from the right of way. Purchasing land was discussed.

Mike Siewert said that he was going to try to borrow a portable Mag Reader from Furgeson. This is something they could strap on the outside of Henrietta and double check the meter as it is reading almost nothing and there are ten apartments there.

From a meeting that Jim and Mike P. were at they learned about the pipe replacement account. It is a separate account for the future replacement of mains, as they start failing in 25 to 30 years. This will be discussed before the next budget hearing. This money would be used strictly for pipe replacement. At this same DNR meeting "right of ways and invasion of privacy" were discussed concerning laterals. Mike Siewert feels that the Commissioners should establish what is private property and what the District considers Sanitary District property in this matter. This will be discussed again at a later meeting.

Mike Siewert gave a book copy of the Sanitary District ordinances to everyone. He had them typed up into a book form. This extra job was very much appreciated by the Commissioners. It will be so much easier for them to find what they might be looking for. Attorney Bob Sorenson will get a copy also.

Mike Kinney would like to see someone else have the Secretary/Treasurer position who would also be willing to do all the meter reads and also do the billing.

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

1.	Jim Emmons - Salary	\$ 1,662.30
2.	Betty Nelson - Salary - Mileage	1,487.60
3.	Martenson & Eisele - Engineers	735.00
4.	Town of Clayton - Billing	666.67
5.	Town of Clayton - Taxes	2,331.08
6.	Badger Labs - Testing	391.00
7.	Digger's Hotline - Tickets	1.99
8.	Century Link - 3 Phones	193.20
9.	W.P.S. - Gas & Electric	787.13
10.	Immel's - Labor & Parts	902.11
11.	Black Haak Heating - Parts & Labor	2,206.25
12.	Town of Clayton - Snow Plowing	100.00
13.	Martenson & Eisele - Engineers - second bill	3,272.67

The next meeting be on February 10, 2016.

A motion was made by David McNamee and seconded by Mike Kinney to adjourn. Motion carried unanimously.

Respectfully submitted:

Betty Nelson - Secretary/Treasurer



Larsen Winchester Sanitary District