

Lisbon Sanitary District # 1
Regular Meeting
May 25, 2018 7:30 PM
Lisbon Town Hall
W234N8676 Woodside Rd,
Lisbon, WI 53089

Dennis Golner called the meeting to order at 7:30 P.M.

Roll Call.

Dennis Golner and Mark Vesely present, Linda Beal excused

CITIZENS COMMENTS

None

APPROVAL OF THE MINUTES OF THE FEBRUARY 14, 2018 REGULAR MEETING

Mark Vesely made a motion to approve the April 25, 2018 meeting minutes as presented by Dennis Golner, seconded by Dennis Golner. All commissioners present voted Aye. The motion passed.

REPORT FROM BAKER TILLEY REGARDING 2017 ANNUAL AUDIT

Wendi Unger CPA and Partner and Timothy Sowinski CPA of Baker Tilley presented two documents, 1) Town of Lisbon Sanitary District No. 1 Communication to those Charged with Governance and Management effective Dec 31, 2017 and 2) Town of Lisbon Sanitary District No. 1 Financial Statements Including Independent Auditors' Report.

They reported that the financial statements included a clean opinion and there were no known significant weaknesses of internal control.

DISCUSSION AND NECESSARY ACTION REGARDING RICHMOND SCHOOL AGREEMENT

1. There was discussion regarding the layout of the lift station and the installation of an equipment pad at this location.

ENGINEERING REPORT.

Sarah Nunn reported that the video inspection is expected to begin soon.

REPORT BY BOARD REPRESENTATIVE

There was no report due to the excused absence of Linda Beal

DISCUSSION AND NECESSARY ACTION ON THE LANNON INTERCEPTOR INTERMUNICIPAL AGREEMENT.

Since the final agreement was not yet completed the board deferred this until the June meeting to allow the Board Members the opportunity to review the final draft document.

DISCUSSION AND POSSIBLE ACTION ON DAMAGE TO SERVICE SYSTEM BY CLIENT OF THE SANITARY DISTRICT

1. There was discussion regarding the invoices for service work performed at N77

W22352 Wooded Hills Dr and N77 W22266 Wooded Hills Dr. Joe De Belak Plumbing was issuing final invoices to the owners of these properties. Any action by the Sanitary District No 1 was deferred to a future date.

2. It was recommended that the Sanitary District No. 1 Sewer Service Code be updated regarding the selection of Plumbers to work on service laterals and the responsibility of the Sanitary District No 1 related to such repairs.

DISCUSSION AND POSSIBLE ACTION ON CMAR

Sarah Nunn presented the completed Compliance Maintenance Annual Report.

Mark Vesely made a motion to approve the CMAR Report as presented by Sarah Nunn, seconded by Dennis Golner. All commissioners present voted Aye. The motion passed.

CORRESPONDENCE (DISCUSSION ONLY)

Late fees totaling \$ 219.05 charged at approximately \$ 2.70 to 98 different accounts was presented.

APPROVAL OF CURRENT INVOICES

Bills totaling \$23,605.65 were submitted for approval.

Mark Vesely made a motion to approve checks totaling \$23,605.65, seconded by Dennis Golner. All commissioners present voted Aye. The motion passed.

APPROVAL OF THE APRIL 2018 FINANCIAL STATEMENTS

Mark Vesely made a motion to approve the April 2018 financial statements as presented.

Dennis Golner seconded the motion. All commissioners present voted Aye. The motion passed.

ITEMS TO BE PLACED ON FUTURE AGENDA

1. Lannon Interceptor Intermunicipal Agreement
2. Changes to the Lisbon Sanitary Service Code
3. Discussion and possible action regarding the invoices for lateral repair at N77 W22352 Wooded Hills Dr and N77 W22266 Wooded Hills Dr and Longview Property.

SET DATE FOR NEXT MEETING DATES

The June regular meeting was set for June 20, 2018 7:30 PM.

ADJOURNMENT OF MEETING

Mark Vesely made a motion to adjourn the meeting 9:49 P.M. Dennis Golner seconded.

All commissioners present voted Aye. The motion passed.

Respectfully submitted,

Michael Sargent
District Accountant
Lisbon Sanitary District #