

Lisbon Sanitary District # 1
Regular Meeting
November 13, 2018 7:30 P.M.
Lisbon Town Hall
W234N8676 Woodside Rd,
Sussex, WI 53089

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

ROLL CALL

Linda Beal, Dennis Golner, and Mark Vesely present.

APPROVAL OF THE MINUTES FROM THE OCTOBER 17, 2018 PUBLIC HEARING AND REGULAR MEETING

Linda Beal made a motion to approve the October 17, 2018 Public Hearing meeting minutes as presented by Dennis Golner, seconded by Mark Vesely. All commissioners voted Aye. The motion passed.

Linda Beal made a motion to approve the October 17, 2018 regular meeting minutes as presented by Dennis Golner, seconded by Mark Vesely. All commissioners voted Aye. The motion passed.

CITIZENS COMMENTS

Representatives with CBS² were present to introduce their company to the board.

DISCUSSION AND NECESSARY ACTION REGARDING RICHMOND SCHOOL

- a) Final landscape restoration from removing the chemical tank still needs to be completed.
- b) Potential gravel road to the lift station
- c) Continued ongoing testing of the system was discussed. The board decided to continue this at least till spring due to the history.

ENGINEERING REPORT

- a) Presentation of draft letter to Sanitary District customers.
Further discussion of this letter was tabled to the next meeting to allow time to review the new draft.
- b) Water flow as measured at the Jeanine Metering station
Flow analysis from Sussex was discussed.
Continued issues at the Jeanine metering Station. Lynch & Associates have looked at various reports and investigated the physical location. Infiltration is going on but no definitive answer as to where. The potential of televising the area to find issue and/or putting in a meter at the location was discussed. Further investigation will continue and be reported at the next meeting.

DISCUSSION AND POSSIBLE ACTION REGARDING SERVICE EXTENSION

- a) EXTENSION TO N79W22120 BRAMBLE DRIVE

This extension would require about 317 feet of pipe in the street and about another 76 feet to the home. This total project would include at least 5 homes in the area. Will need the support of other homes in the area because once the pipe is in the road the homes have one year to hook up to the sewer system.

b) CONNECTION TO LANNON INTERCEPTOR FOR W220N5701 TOWNLINE ROAD COMMERCIAL USE

Service near the property is the Lannon Interceptor. Since no contract exists currently for the intercept action is tentative.

c) OTHER

Nothing to report.

REPORT BY BOARD REPRESENTATIVE

- a) Reported on possibilities related to the Town Center

DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACTS

a) ENGINEERING

Two quotes were received one from Lynch & Associates and one from CTW Corporation. There were questions asked of both firms. Mark Vesely made a motion to table the decision to the December regular meeting. Linda Beal seconded. All commissioners voted Aye. The motion passed.

b) MAINTANENCE AND REPAIRS FOR LIFT STATIONS

Nothing to report

c) MAINTANENCE AND REPAIRS FOR GINDER PUMPS

Quotes from Joe DeBelak Plumbing & Heating Company and Gene Wagner Plumbing were received and discussed.

Mark Vesely made a motion to approve the contract with Joe DeBelak Plumbing & Heating Company. Linda Beal Seconded. All commissioners voted Aye. The motion passed.

d) SNOW PLOWING

Quote was received and discussed from Gessler Auto Sales.

Dennis Golner made a motion to approve the quote from Gessler Auto Sales. Linda Beal seconded. All commissioners voted Aye. The motion passed.

e) ACCOUNTING

Quote from Tax Management and Financial Horizons was reviewed and discussed.

Linda Beal made a motion to approve the contract with Tax Management & Financial Horizons. Mark Vesely seconded. All commissioners voted Aye. The motion passed.

f) AUDIT SERVICES

Change to Baker Tilly quote was presented and discussed.

Mark Vesely made a motion to approve the updated contract with Baker Tilly. Linda Beal seconded. All commissioners voted Aye. The motion passed.

g) TELEMETRY

Quote from Altronex Control Systems A Division of L.W. Allen was received and discussed.

Mark Vesely made a motion to approve the quote from Altronex Control Systems. Linda Beal seconded. All commissioners voted Aye. The motion passed.

h) **DIGGERS HOTLINE**

Presentation of a fee schedule and two possible options for payment were presented.

Mike Sargent to review and report back at next board meeting.

DISCUSSION AND POSSIBLE ACTION ON LANNON INTERCEPTOR INTERMUNICIPAL AGREEMENT

Nothing to report on the Lannon Interceptor Intermunicipal agreement negotiations.

Received a copy of the third quarter bill from Lannon. This included a schedule of what Lannon believes the Sanitary District owes.

DISCUSSION, POSSIBLE ACTION, POSSIBLE CLOSED SESSION ESTABLISHING CONTRACT(S) FOR REPAYMENT OF SERVICE LATERAL REPAIR COST PAID BY THE DISTRICT.

An offer was made to the District to settle. The board members rejected the offer.

CORRESPONDENCE (DISCUSSION ONLY)

- a) Late charges for the 3rd quarter billing cycle were presented.
- b) Delinquent sewer bills that will be turned over to the tax rolls on November 15, 2018 were presented.
- c) Filing of annual 505 Report with the State of Wisconsin on Tax Levy information was presented.
- d) The Hampton's have had another issue with their sewer system and had to tear up the road to fix.

APPROVAL OF CURRENT INVOICES

Invoices totaling \$36,379.33 were submitted for approval.

Linda Beal made a motion to approve checks totaling \$36,379.33. The motion was seconded by Mark Vesely. All commissioners voted Aye. The motion passed.

APPROVAL OF THE OCTOBER 2018 FINANCIAL STATEMENT

Mark Vesely made a motion to approve the October 2018 financial statements as presented. Linda Beal seconded the motion. All commissioners voted Aye. The motion passed.

ITEMS TO BE PLACED ON FUTURE AGENDA

- a) Draft letter to Lisbon Sanitary District #1 customers
- b) Water flow as measured at Jeanine metering station
- c) Contracts with vendors for 2019
- d) Possible service code revisions
 - a. Hook up fees
 - b. Commercial rates
 - c. Connection fees
 - d. Grinder pump service prices

- e. Sewer main extension
- e) Review of service to main connections for N77W22352 Wooded Hills Dr and N77W22266 Wooded Hills Dr
- f) Extension of services
- g) Negotiations for settlement for N77W22352 Wooded Hills Dr

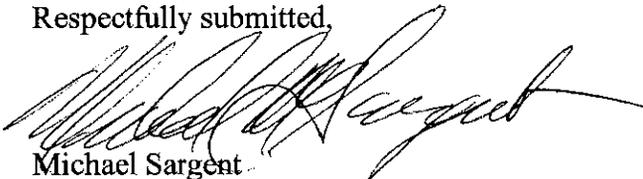
SET DATE FOR NEXT MEETING

The December regular meeting was set for Wednesday December 12, 2018 at 7:30 P.M.

ADJOURNMENT OF MEETING

Linda Beal made a motion to adjourn the meeting 9:38 P.M. Mark Vesely seconded the motion. All commissioners voted Aye. The motion passed.

Respectfully submitted,



Michael Sargent
Lisbon Sanitary District #1 Accountant