

Lisbon Sanitary District # 1
Regular Meeting
February 13, 2019 7:30 PM
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 OF THE DECEMBER 12, 2018 REGULAR MEETING

Linda Beal made a motion to approve the January 16, 2019 regular meeting minutes as present by Dennis Golner, seconded by Mark Vesely. All commissioners voted Aye. The motion passed.

CITIZENS COMMENTS

Mr. Callister present to present information on failures of the grinder pump located at his property. The pump alarm went off on December 22, 2018 and December 23, 2018 and on the morning of December 25, 2018 there was dirty water in the basement. Received a quote from Servpro for repairs to the basement in the amount of \$12,052.39, he is requesting \$1,000.00 from the district to help with the situation.

Mark Vesely made a motion to approve a payment of \$1,000.00 to Mr. Callister to pay in full for the situation, seconded by Linda Beal. All commissioners voted Aye. The motion passed.

DISCUSSION AND NECESSARY ACTION REGARDING RICHMOND SCHOOL

- a) The school is interested in a possible access road. Looking into cost sharing with the Town and getting estimates for the installation of gravel or pavers.

ENGINEERING REPORT

- a) Draft letter to mail out to Lisbon Sanitary District #1 customers.
The letter may need to be changed due to possible changes to who owns the grinder pumps. The board decided to hold back the letter for the time being. It is scheduled to be sent to the customers with the July 2019 billing.
- b) WATER FLOW AS MEASURED AT THE JEANINE METERING STATION
The flow at this metering station continues to be extremely high. The televising of the system is underway. So far, they have found two manholes that need repairs and two laterals that need repairs. Waiting on final report to determine next steps that need to be taken.
- c) Other
Generated maps of the Sanitary District to help with district boundaries and layout of the system.
Have been helping get the Town's Engineer information for the Leid's property.

DISCUSSION AND POSSIBLE ACTION REGARDING THE SEWER SERVICE CODE

- a) CONNECTION/HOOKUP FEES
- b) COMMERCIAL RATES
- c) GRINDER PUMP RATES AND FEES

- d) SEWER MAIN CONSTRUCTION
- e) REPORT ON JANUARY 24, 2019 MEETING

Michael Sargent gave a presentation on potential changes to hook up fees and quarterly billing for sewer service customers. Recommendations made on hook up fees, who owns grinder pumps, and five potential billing structures. More review to be done and continued discussion at the next meeting.

REPORT BY BOARD REPRESENTATIVE

The Town of Lisbon is upgrading the audio-visual equipment in the Town Hall.

The property on Plainview Road was sold to Neuman Developers, made up of 100 acres which was given to Sussex per a prior boarder agreement. It will be turned into a subdivision with 107 lots on 1/3 of an acre.

The Town of Merton has taken some of the Halquist property per a boarder agreement.

UPDATED PROPERTY TAX ROLL

Michael Sargent has gone through all the maps and have added two properties to the tax levy. The Leid's property will need to be added in the future.

CORRESPONDENCE (DISCUSSION ONLY)

Letter that was sent to the McGraws denying claim, have not received a response.

Flow Analysis based on the Sussex invoice was discussed.

Energy Analysis based on WE Energy bills was discussed.

APPROVAL OF CURRENT INVOICES

Mark Vesely made a motion to approve the current invoices totaling \$72,527.73, seconded by Linda Beal. All commissioners voted Aye. The motion passed.

DISCUSSION OF THE PRELIMINARY FINANCIALS FOR AUDIT

Michael Sargent present preliminary financials for the 2018 audit. The auditors are coming to complete their field work on February 18, 2019.

APPROVAL OF THE JANUARY 2019 FINANCIAL STATEMENT

Mark Vesely made a motion to approve the January 2019 financial statements as presented by Michael Sargent, seconded by Linda Beal. All commissioners voted Aye. The motion passed.

ITEMS TO BE PLACED ON FUTURE AGENDA

- a) Water flow measured at Jeanine metering station
- b) Possible service code revisions
 - a. Hook up fees
 - b. Commercial rates
 - c. Connection fees
 - d. Grinder pump service prices
 - e. Sewer main extension

SET DATE FOR NEXT MEETING

The March regular meeting was set for Wednesday March 20, 2019 at 7:30 P.M.

ADJOURNMENT OF MEETING

Linda Beal made a motion to adjourn the meeting at 9:49 P.M., Mark Vesely seconded the motion. All commissioners voted Aye. The motion passed.

Respectfully submitted,

Michael Sargent

Lisbon Sanitary District #1 Accountant

NOTICE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above- stated meeting other than the governmental body specifically referred to above in this note