

Lisbon Sanitary District # 1
Regular Meeting
June 12, 2019 7:30 PM
Lisbon Town Hall
W234N8676 Woodside Rd,
Sussex, WI 53089

Dennis Golner called the meeting to order at 7:33 P.M.

ROLL CALL

Dennis Golner, and Mark Vesely present Linda Beal excused.

APPROVAL OF THE MINUTES OF THE MAY 15, 2019 REGULAR MEETING

Mark Vesely made a motion to approve the May 15, 2019 regular meeting minutes as presented by Dennis Golner, seconded by Dennis Golner. All commissioners present voted Aye. The motion passed.

CITIZENS COMMENTS

None

DISCUSSION AND NECESSARY ACTION REGARDING RICHMOND SCHOOL

- a) The school has the proposal for the driveway.

ENGINEERING REPORT

- a) Water flow as measured at the Jeanine metering station
Since the manhole repairs were completed the flows coming through Jeanine have dropped. There have been a few other locations identified that could still be causing issues. These will be looked into and reported back on by Dan Meier Lynch Engineer.

Linda Beal joined the meeting.

- b) Response from Homeowner located at N72W22298 Good Hope Rd about water flow
The homeowner has been contacted and is now looking into getting the issue with the lateral fixed.
It was determined that the cost to treat the excess flow be invoiced to the homeowner. Dan Meier Lynch engineer is to calculate out the extra flow coming from the home so that a bill for the extra flow can be sent to the homeowner.
Additional bills will continue to be sent until the problem is fixed.
- c) Casey's Development
All of the known issues have been resolved. The District is waiting on Casey's to provide the cost to extend the lateral to the end of the property. The board was in agreement to put a clean out at the end of the lateral and when/if extension happens install a manhole at that time.
- d) Flow Meter
Joe DeBelak still has not given the cost of the 12V flow meter and timeline for installation. Dan Meier Lynch Engineer to follow up on this.
- e) Other
Quote received from L.W. Allen to replace the antenna cable and antenna located at the Plainview metering station in the amount of \$2,341.84.
Mark Vesely made a motion to accept the quote from L.W. Allen as presented to replace the antenna cable and antenna at the Plainview metering station. Linda Beal

seconded the motion. All commissioners voted Aye. The motion passed.

DISCUSSION AND POSSIBLE ACTION REGARDING MODIFICATIONS TO THE SEWER SERVICE CODE

Attorney John Hammes presented drafted resolutions to sewer service code section 1.03(8) and 1.04. The resolution changes to code section 1.03(8) transfers the ownership and responsibility for the grinder pumps from the Lisbon Sanitary District #1 to the homeowner effective July 1, 2019. The resolution changes to code section 1.04 pertain to Sewer Service Charges.

The commissioners discussed the drafted resolutions and proposed changes suggested by Attorney John Hammes.

Linda Beal made a motion to approve the resolutions to sewer service code section 1.03(8) and 1.04 with discussed amendments. Mark Vesely seconded the motion. All commissioners voted Aye. The motion passed

Michael Sargent is to draft a letter to be sent to grinder pump customers pertaining to sewer service code section 1.03(8) informing them of the change of ownership as of July 1, 2019.

The letter is to be sent to Attorney John Hammes for review before mailing.

DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED RATE STRUCTURE

- a) CONNECTION/HOOKUP FEES
- b) COMMERCIAL RATES
- c) GRINDER PUMP RATES AND FEES
- d) SEWER MAIN CONSTRUCTION

Michael Sargent is to put together a proposal of different sewer service quarterly billing and the Tax Levy to be presented at the next meeting.

UPDATE ON LEID'S TIFF DISTRICT

There is nothing to report at this time.

REPORT BY BOARD REPRESENTATIVE

There is a proposed subdivision on Hillside is going to have septic systems and not have a sewer system.

CORRESPONDENCE (DISCUSSION ONLY)

A copy of the cooperative plan between the Town of Lisbon and the Village of Lannon was received.

A copy of the cooperative plan between the Town of Lisbon and the Village of Richfield was received.

Information on Excess Liability Insurance was submitted.

Access to the Wisconsin Department of Natural Resources was requested.

A copy of the Professional Service Reimbursement Fee Letter was presented.

The Sussex Sewerage System Utility Annual Financial Report was received.

APPROVAL OF CURRENT INVOICES

Invoices totaling \$64,017.51 were presented to be paid.

Linda Beal made a motion to approve the other current invoices totaling \$64,017.51, seconded by Mark Vesely. All commissioners voted Aye.

APPROVAL OF THE MAY 2019 FINANCIAL STATEMENT

The District continues to draw money out of the investment account to cover the costs of the District.

Mark Vesely made a motion to approve the May 2019 financial statements as presented, 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) Water flow at N72W22298 Good Hope Road
- c) Proposed rate structure
 - a. Connection/ hookup fees
 - b. Commercial rates and fees
 - c. Other Sewer rates and fees
 - d. Tax Levy
- d) Update on Leid's Tiff District

SET DATE FOR NEXT MEETING

The July regular meeting was set for Wednesday July 17, 2019 at 7:30 P.M.

ADJOURNMENT OF MEETING

Linda Beal made a motion to adjourn the meeting at 8:42 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