

Bohner's Lake Sanitary District No. 1
32288 Bushnell Road, P.O. Box 280 • Burlington, WI 53105

MINUTES OF JANUARY 23, 2020
SANITARY DISTRICT COMMISSION MEETING

The January 2020 meeting of the Bohner's Lake Sanitary District Commission was held on Thursday, January 23, 2020 at 5:00 PM at the Burlington Town Hall, 32288 Bushnell Road, Burlington, Wisconsin. Present at the meeting were Commissioners Harvey Kandler, Denise Rintz and Jess Wiskes; District Admin Accountant Ruth DeLay; Attorney Rich Scholze and Mark Kolczaski of Baxter & Woodman.

1. **Approval of Meeting Minutes from December 19, 2019 Meeting:** Kandler/Wiskes motioned to approve the minutes of the December 19, 2019 meeting. Motion passed unanimously.
2. **BLMC:** Nothing new to report.
3. **Mitigation Field:** DOT, Army Corps of Engineers and DNR will have a follow up call with Harvey, Rich and Dave Pfanzelter. The Army Corp of Engineers said that we will still be bound by the established covenants for a protected wetlands area with regards to the ongoing maintenance of the plantings. We feel that this may be a large liability to the district should we take ownership of the property. The DNR and Army Corp of Engineers will more than likely evaluate the property if we took over ownership and require work to restore the site to their requirements. The DOT has not updated it since its initial plantings were completed. The district commissioners agree that the liability is too large for the district and there are too many unknowns with the expectations of ownership of the property.
4. **8081 Lakeshore Drive Property:** TruGreen sent a proposal of services for the 2020 year. Harvey will call and have some of the services omitted from the proposal before signing.
5. **Lift Stations/Sanitary System Updates:** Nothing new to report.
6. **Baxter & Woodman Project Updates:** Mark presented a report of flows from 2019 by month. It looks relatively flat – very little change from month to month. We would like to see previous years as well – Mark will provide. Mark also presented photos from the annual televising of the system. He showed several manholes that had issues that need rehabilitation. He presented an Engineering Services Work Order to prepare a bid package to rehabilitate the manholes in the amount of \$9,350. Motion was made and carried unanimously to accept the work order as written. Mark also presented another work order for the 2020 Sanitary Sewer Cleaning and Inspection Program for the bid package to continue the televised inspection of the sanitary system in the amount of \$10,500. Motion was made and carried unanimously to accept the bid as written.
7. **Delinquent Refunds from Tax Roll:** The following property owners are due a refund for delinquent taxes on the recent tax roll: Bethany King - \$121.00; Dan Otten - \$484.00; Jackie Werner - \$605.00; Lori Faber - \$242.00. Motion was made and carried unanimously to refund those listed above as written.
8. **Agreement Letter from Pat Romenesko for 2019 Audit:** Motion was made and carried unanimous to hire Pat Romenesko to conduct the 2019 audit for the district as outline on the Letter of Engagement presented to the commissioners.

9. **Workers Compensation Quote from Paychex:** Paychex sent Ruth a questionnaire to secure a quote for Workers' Compensation Insurance. Rich will respond to the questionnaire.
10. **Permit for Mechanical Harvesting Exp 12/31/19 and Required Plant Management Permit:** We will begin work on renewing the permits that have expired. We will have Baxter & Woodman and Wisconsin Lakes and Ponds work on those permits as appropriate.
11. **Invoices for Approval:** Motion was made and carried unanimously to approve the invoices as listed below:

SANITARY DISTRICT

Baxter & Woodman

General Engineering	\$205.80	
Wanasek, Scholze, Ludwig, Ekes & Gorn SC	\$420.00	
City of Burlington	\$19,788.87	(\$22,442.94 last month)
We Energies	\$1,014.74	
Wanasek Corp.	\$339.75	
Diggers Hotline	\$11.94	
USIC	\$259.28	
Verizon	\$120.03	Air Card/SCADA System/MiFi
Verizon	\$8.22	Modem/Text
US Cellular	\$84.44	
TDS	\$85.07	
PJ Kortens & Company, Inc.	\$912.38	Flow Meter
Lori Faber	\$242.00	Incorrect Deliquent
Bethany King	\$121.00	
Dan Otten	\$484.00	
Jackie Werner	\$605.00	
Carrie Oldenburg	\$46.75	
Paychex Payroll	\$116.59	Auto Withdrawal – December
Paychex 1099 (to be reimbursed)	<u>\$144.50</u>	Auto Withdrawal - December
SUBTOTAL	\$25,009.94	

8081 LAKESHORE DRIVE PROPERTY

TDS	\$43.73	Phone
TDS	\$45.00	Internet
We Energies	<u>\$171.96</u>	
SUBTOTAL	\$260.69	

TOTAL GENERAL INVOICES PAID **\$25,270.31**

12. **Meeting Adjourned:** Meeting adjourned at 6:10 PM