

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

MINUTES OF OCTOBER 24, 2019
SANITARY DISTRICT COMMISSION MEETING

The October 2019 meeting of the Bohner's Lake Sanitary District Commission was held on Thursday, October 24, 2019 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 Dave Pfanzelter and Mark Zlevor from BLMC.

1. **Approval of Meeting Minutes from September 26, 2019 Meeting:** Kandler/Wiskes motioned to approve the minutes of the September 26, 2019 meeting. Motion passed unanimously.
2. **Oakwood Hills Property Owners Association:** Tabled until next month. Representative from OHPOA did not appear in person for this item.
3. **BLMC:** Dave Pfanzelter discussed the mitigation field and the future of the site. If the sanitary district was to take over the property, we want to be sure that there is no liability to the district. Diave shared information from Jeff with Heartland Ecological. We discussed the expectations for taking over the property related to the existing vegetation. Rich Scholze wants to make sure we are looking at the existing covenants and that we won't be taking on a large debt as a result. We will set up a meeting with Jeff from Heartland, the DOT, the Army Corp of Engineers, Harvey Kandler and Rich Scholze to get confirmation of how to move forward.
4. **Mitigation Field:** See BLMC notes.
5. **8081 Lakeshore Drive Property:** Northern Mist will blow out the line system next week to winterize it. The roof will be replaced on November 18. The final quote amount is \$10,500 (unless the boards need replacing, then a little more).
6. **Lift Stations/Sanitary System Updates:** Harvey called Cummins to get some clarification on our billings (labor, electronic tools, mileage, etc.). He is waiting for a response back as the person he was supposed to speak with was out. Harvey is going to reach out to Adams Electric again to see if they would take on our service calls.
7. **Baxter & Woodman Project Updates:** Nothing new to report.
8. **Public Hearing – Proposed 2020 Annual Budget:** The public hearing for the proposed 2020 budget was opened at 5:15 PM for public comment. Since no public attended the hearing for comment, the hearing period was closed at 5:16 PM.
9. **Resolution Adopting a Budget for 2020:** Motion was made to adopt the budget for 2020. Motion carried unanimously. The certification of Tax Levy in the amount of \$50,000 was adopted unanimously as well.
10. **Paychex Proposal for Payroll Services:** Denise presented pricing for payroll services from Paychex. The quote was for \$100 per quarter with a \$50 set up fee. The board agreed unanimously to move forward with automating payroll with Paychex.

11. Invoices for Approval: Motion was made and carried unanimously to approve the invoices as listed below.

SANITARY DISTRICT

Baxter & Woodman		
General Engineering	\$120.00	
2019 GIS Services	\$275.00	September
2019 GIS Services	\$1,237.50	October
2019 User Charge System Update	\$1,720.00	September
2019 User Charge System Update	\$1,960.00	October
Wanasek, Scholze, Ludwig, Ekes & Gorn SC	\$1,320.00	
City of Burlington	\$20,689.56	(\$19,542.05 last month)
We Energies	\$689.62	
Wanasek Corp.	\$514.88	
Diggers Hotline	\$73.63	
USIC	\$647.28	
Verizon	\$120.03	Air Card/SCADA System/MiFi
Verizon	\$9.07	Modem/Text
US Cellular	\$78.55	
TDS	\$86.33	
Bob Spiegelhoff	\$150.00	
Cummins	\$1,751.19	Lift Station Service
LW Allen	\$2,092.80	Lift Station Service
LW Allen	\$2,608.00	Lift Station Service
Slades Corners Computer Repair	\$80.00	
Transfer to LGIP	<u>\$16,000.00</u>	Equipment Replacement Fund
SUBTOTAL	\$52,223.44	

8081 LAKESHORE DRIVE PROPERTY

TDS	\$44.29	Phone
TDS	\$45.00	Internet
We Energies	\$59.85	
TruGreen	\$81.28	
SKC Design and Building Dreams, LLC	<u>\$3,150.00</u>	Roof Replacement
SUBTOTAL	\$3,380.42	
TOTAL GENERAL INVOICES PAID	<u>\$55,603.86</u>	

BLMC

Wisconsin Lake & Pond	<u>\$2,025.00</u>
TOTAL BLMC INVOICES PAID	\$2,025.00

TOTAL INVOICES PAID **\$57,628.86**

12. Meeting Adjourned: Meeting adjourned at 5:35 PM