

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

MINUTES OF SEPTEMBER 23, 2021
SANITARY DISTRICT COMMISSION MEETING

The September 2021 meeting of the Bohner's Lake Sanitary District Commission was held on Thursday, September 23, 2021 at 5:14 PM virtually via WebEx at 1-408-792-6300 Meeting ID 2594 635 9828#. Present at the virtual meeting were Commissioners Harvey Kandler, and Carrie Oldenburg; District Admin/Accountant Ruth DeLay; District Secretary Denise Rintz; Attorney Rich Scholze; Mark Kolczaski of Baxter & Woodman; and Dave Pfanzelter of the BLMC. Also representing We Energies was Maria, Matt, and Nathaniel. Absent was commissioner Jess Wiskes.

1. **Approval of Meeting Minutes from August 26, 2021 Meeting:** Kandler/Oldenburg motioned to approve the minutes of the August 26, 2021. Motion passed unanimously.
2. **BLMC:** We are currently working on securing the dredging permit with the DNR. Our new DNR rep will work with Craig Helker to get them up to speed with our dredging needs. A motion was made and carried unanimously to authorize Mark to prepare specifications for dredging of both sides of the inlet for the bidding process dependent upon the approval of our dredging permit from the DNR. Dave mentioned that he would like to share projects that are pertinent to the budget for the BLMC for 2022. He presented a cost comparison for weed harvesting by Browns Lake Sanitary District with their equipment and the cost savings over Clearwater Aquatic. Browns Lake offers a barge service for harvested weeds to be collected not only from the harvester but from the lakeshore homeowners' piers. It shows a savings of about \$22,000 for the season. He also calculated the cost for Wisconsin Lake & Pond at about \$20,000 for chemical treatment and permitting.
3. **Mitigation Field:** Nothing new to report.
4. **8081 Lakeshore Drive Property:** Nothing new to report.
5. **Lift Stations/Sanitary System Updates:** Mark Kolczaski from Baxter & Woodman explained that We Energies asked for permission to enter their valve station through our access drive on Highway 83. We Energies (Matt, Maria & Nathaniel) came up with a 250 ft driveway which includes access through a 30 ft parcel for the district to access the flowmeter. The old driveway would be removed. The city does access the flowmeter monthly for the reading of the meter. We Energies came up with an access and maintenance agreement for the driveway. The easements were approved by the City of Burlington. There was a quote forwarded to Mark for the cost of the driveway. Mark stated that the cost was much than expected (\$71,900). Nathaniel with We Energies stated that the split would be 55% We Energies and 45% sanitary district cost. The district shared cost would be \$19,035. Mark asked for We Energies to put everything in writing to clarify the district's responsibility. Rich asked that we could get a "not to exceed" number from We Energies so they could move ahead with their valve station. Maria stated that we could use \$17,000 as the "not to exceed" number. A motion was made and passed unanimously for the district to accept the "not to exceed" number of \$17,000 for the cost of constructing a new driveway with an access point off of Liberty Drive and allow for executing the final agreement between We Energies and the district for the construction cost and ongoing maintenance.

Baxter & Woodman Project Updates: Mark talked to LW Allen regarding the pump for lift station 4 and was told the pump should arrive within the next few weeks. Green Bay Pipe will begin televising for this year's portion of the system. Regarding the property on Steele St which is new construction – they are building a new house and tearing down the old house, so they will disconnect their service from their old house and will reconnect to the new house. Mark spoke to the owner of the property at 33712 Fir St regarding his sewage. He thought the district was liable for pumping their sewage waste. They have had issues with sewage so it was explained to him that it is his responsibility to manage from the house to the main lateral. 8411 Wren St. will be disconnecting their connection as they are tearing it down and reconstructing a new home.

6. **Utility Billing Software:** Carrie is looking into software to manage our billing. She needs to do a little more research for pricing and the functionality that she thinks will streamline the billing process. A motion was made and carried unanimously for Carrie to finalize her search for a software package that has the functionality that we need to streamline our billing.
7. **Approval of 2020 Audit Report:** The 2020 Audit Report prepared by Pat Romenesko was reviewed by the commissioners. Motion was made and carried unanimously to accept the audit report as written.
8. **Discretionary Bonus:** Harvey recommended that Ruth DeLay and Carrie Oldenburg both receive a discretionary bonus in the amount of \$1,000 each. Motion was made and carried unanimously to approve the bonuses for Ruth at \$1,000 and Carrie at \$1,000.
9. **2022 Preliminary Budget Development:** The commissioners worked on creating the preliminary budget for 2022. Rich will post the proposed preliminary budget for public viewing prior to approval. The public hearing will be held at our October 28th meeting. This will allow for public comment prior to the final resolution adopting the new budget for 2022.
10. **Invoices for Approval:** Motion was made and carried unanimously to approve the invoices as listed below.

SANITARY DISTRICT

Wanasek, Scholze, Ludwig, Ekes & Gorn SC	\$1,320.00	
City of Burlington Monthly Sewer	\$15,511.04	(\$15,650.43 last month)
Salaries	\$7,064.78	
US Treasury	1,170.46	
Discretionary Bonuses	\$2,000.00	
We Energies	\$784.45	(\$693.19 last month)
Wanasek Corp.	\$1,447.00	
Diggers Hotline	\$41.79	
USIC	\$763.00	
Verizon	\$120.03	Air Card/SCADA System/MiFi
Verizon	\$26.92	Modem/Text
TDS	\$88.41	
US Cellular	\$84.48	
Carrie Oldenburg	\$88.41	Cell Phone – 2 months
Carrie Oldenburg	\$55.00	Postage
Minuteman Press	\$170.84	
Cyan Design	\$300.00	Website

Cyan Design	\$1,625.00	New Website
Bob Spiegelhoff	\$160.00	
Slades Corners Computer	\$615.00	Computer
CMPE USA	\$18,920.00	
Transfer to BLMC	<u>\$58.00</u>	
SUBTOTAL – GENERAL INVOICES	\$52,413.93	

8081 LAKESHORE DRIVE PROPERTY

TDS	\$45.14	Phone
TDS	\$45.00	Internet
We Energies	\$130.89	
Bob Spiegelhoff	<u>\$160.00</u>	
SUBTOTAL – 8081 LAKESHORE PROPERTY	\$381.03	

TOTAL GENERAL INVOICES PAID \$52,794.96

BLMC

SDA	\$1,650.00	(July/August Weed Pick-up)
Brown’s Lake Sanitary District	\$17,250.00	
Wisconsin Lake & Pond	<u>\$4,556.23</u>	
TOTAL BLMC INVOICES PAID	\$22,956.23	

TOTAL INVOICES PAID \$76,251.19

11. Meeting Adjourned: Meeting adjourned at 7:10 PM