

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

MINUTES OF THE SEPTEMBER 26, 2024  
SANITARY DISTRICT COMMISSION MEETING

The September 2024 meeting of the Bohner's Lake Sanitary District Commission was held on Thursday, September 26, 2024 at 5:00 PM at the Burlington Hall located at 32288 Bushnell Rd., Burlington, WI 53105. Present at the meeting were Commissioners Phil Paustian, Brenda Szumski, and Amber Della Bianca; Attorney Rich Scholze; Mark Kolczaski of Baxter & Woodman; District Admin/Accountant Ruth DeLay; and District Secretary Denise Rintz Brehm.

1. **Welcome** – Call to order
2. **Pledge of allegiance**
3. **Bohner's Lake Sanitary District monthly meeting format update:** Phil explained the protocol of the meetings going forward to the group of attendees.
4. **Public Comments:**
  - a) **Paul Schultz** – 33101 Cardinal Drive – thanked everyone for their efforts in the recall election and to look forward to the future with the new board members.
  - b) **Dave Pfanzelter** – 33605 Contour Drive – Thanked Jesse Wiskes and Carrie Oldenburg for their time. Suggested the district create a new mission statement. Would like the district to build a closer relationship with WI Lakes & Ponds and Wanasek. Requested that the district reinstate BLMC. If BLMC is reinstated can something be written that it can never be dissolved in the future. Commented on a subcommittee for the wetland parcel. Revisit the option of purchasing equipment for harvesting in the future. See if we can align with Browns Lake. Sell the house as it's a waste of funding. Goose harvesting again.
5. **Introduction of Amber Della Bianca and Brenda Szumski (new district commissioners):** Amber and Brenda each introduced themselves and their background. Both are looking forward to working as commissioners to make positive changes within the district.
6. **Selection of a district president, secretary, and treasurer:** Amber made a motion for the nomination for Phil to serve as president. Motion was passed unanimously. Amber was appointed as the secretary and Brenda was appointed as treasurer.
7. **Commissioner functional leadership roles; priorities for the remainder of 2024:** Phil explained that each commissioner will become educated on all facets of the district and the wetlands. Phil will head up the lift stations and sanitation system; Amber will head up lake preservation and lakeshore house; and Brenda will head up the district wetlands. Our budgeting process will be top priority for 2025. With the purpose of assisting the Commissioners in building our 2025 budget, public informational meetings are scheduled with Mark Kolczaski from Baxter & Woodman, Joe Wessell from Wanasek Corp., and

Todd Harris from CPME to insure we address the immediate needs of the sanitation system. There will also be an informational meeting with Pat Romenesko, district CPA, to assist the Commission in completing our 2025 budgeting process and to better understand public accounting principles.

8. **Bank resolutions designating authorized signers for the district:** The district holds banking accounts at Town Bank and LGIP (Local Government Investment Pool). Motion was made by Phil to approve the two resolutions (one for each banking institution) to designate authorized signers of the districts bank accounts with a second by Amber. Motion carried unanimously.
9. **Approval of meeting minutes from August 22, 2024 regular meeting and September 3, 2024 special meeting:** Motion was made by Phil to approve the meeting minutes from the August 22, 2024 regular meeting and the September 3, 2024 special meeting as written. Second by Brenda. Motion passed unanimously.
10. **Lift stations/sanitary system – Baxter & Woodman:** Working on a sewer connection permit. Lift stations 2, 4, and 6 have been inspected and are awaiting follow up report. Mark reviewed the sewer cleaning report stating the 20% of the system that was televised and cleaned looks in very good condition with a few minor updates. There was a manhole ring that was lifted on Ridgeway which was replaced by Wanasek.
11. **Lake Preservation:** Sunday, September 29 – buoys will be removed from the lake. Jim Scharls will meet with Amber to survey the lake and will follow up with a treatment plan for 2025. Amber will also work with Browns Lake regarding our weed harvesting schedule for next year and will explore other potentially more cost effective options. The Bohners Lake Sanitary Committee will be reinstated as of 2025 – District residents interested in assuming a leadership role are request to let Amber know of your interest.
12. **Mitigation field:** There are additional areas of the property that we need to cut in order to take advantage of the potential offer from the US Fish & Wildlife Service, at their expense, to chemically treat a portion of the property where invasive weeds are. We would like to plant seeds to replace the invasive weeds. We would solicit volunteers to harvest seeds as well to use those seeds two years out.
13. **8081 Lakeshore Drive property:** There is a leak in the kitchen. The floor in that area is soft. We need to find the source and fix the leak immediately. We will solicit bids to repair the issue. The lawn clippings are being dumped across the street and will need to be addressed.
14. **2025 Budget process:**
  - a) **10/1/2024 – 5:00 PM Open Public Meeting** with Baxter & Woodman and CPME. **Purpose:** Commissioner sanitation system orientation; identify 2025 sanitation system spending needs.

- b) **10/10/2024 – 4:30 PM Open Public Meeting** with Patrick Romenesko, BLSA CPA  
**Purpose:** Commissioner governmental accounting orientation; 2025 budget and BLSA financial reserves discussion.
- c) **10/14/2024 – 5:00 PM Open Public Meeting**  
**Purpose:** Commissioner 2025 budget discussion & final plan preparation.
- d) **11/14/2024 – Time TBD Special Public Meeting – 2025 final budget approval**

**15. Invoices for Approval:** Motion was made by Phil to approve invoices listed below. Second by Amber. Motion carried unanimously.

**SANITARY DISTRICT**

Baxter & Woodman

General Engineering	\$6,277.50	
Scholze, Ludwig, Gruhn, & Wishau, SC	\$2,132.72	
City of Burlington Monthly Sewer	\$23,391.98	
City of Burlington Connection Fee	\$1,650.00	Jackel
Salaries	\$7,180.21	
US Treasury	\$1,189.58	
We Energies	\$728.79	
Wanasek Corp.	\$916.25	
Diggers Hotline	\$113.43	
USIC	\$9,882.00	Utility Pole Locates
TDS	\$89.91	
US Cellular	\$86.98	
Bob Spiegelhoff	\$185.00	
Ruth DeLay	\$73.00	Postage
Cyan Design	\$325.00	Website
ASDA (Preservation)	\$962.50	
Oakwood Hills Property Owners Assn.	\$1,000.00	
SJE (LW Allen) Lift Stations	\$2,883.50	Inspect #2, 4, 6
SJE (LW Allen) Lift Stations	<u>\$4,820.28</u>	Repair #10
<b>SUBTOTAL – GENERAL INVOICES</b>	<b>\$63,899.23</b>	

**8081 LAKESHORE DRIVE**

TDS	\$48.58	Phone
TDS	\$45.00	Internet
We Energies	\$104.85	
Bob Spiegelhoff	\$200.00	
TruGreen	<u>\$89.00</u>	Lawn Service
<b>SUBTOTAL – 8081 LAKESHORE DRIVE</b>	<b>\$487.43</b>	

**TOTAL INVOICES PAID** **\$64,376.66**

Paychex Auto Withdrawal \$18.00 Quarter End

16. Meeting adjourned at 5:48 PM