

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

MINUTES OF THE AUGUST 22, 2024
SANITARY DISTRICT COMMISSION MEETING

The August 2024 meeting of the Bohner's Lake Sanitary District Commission was held on Thursday, August 22, 2024 at 5:00 PM at the Burlington Hall located at 32288 Bushnell Rd., Burlington, WI 53105. Present at the meeting were Commissioners Carrie Oldenburg, and Jess Wiskes. Attorney Rich Scholze; Tyler Gates and Mark Kolczaski of Baxter & Woodman; District Admin/Accountant Ruth DeLay; and District Secretary Denise Rintz. Commissioner Phil Paustian attended by phone.

1. Pledge of Allegiance.

2. Public Comment:

- a. **Colleen Welke** – 33814 S Lakeshore Drive – Third party operational and design review. Colleen spoke of her concern of our system and recommended a third party operational and design review.

3. Approval of meeting minutes from July 25, 2024 and July 15, 2024: Oldenburg/Paustian made a motion to approve the meeting minutes from the July 25 and July 15, 2024. Motion passed unanimously.

4. Baxter & Woodman: Received invoice for sewer cleaning project this year. Two new connections to the system are in process for new construction.

5. Lift Stations/Sanitary System:

- a. **Discussion and possible action on maintenance and updates to the sewer collection system:** Mark Kolczaski of Baxter & Woodman reviewed the lift stations and offered a review of the system. The controllers have some electrical failure along with the backup battery. It was suggested that Wanasek should increase their inspection to weekly, annual audit of the SCADA system, and electrical system inspection. Battery backups should be maintained more frequently. We could add a relay to the battery backup and if it fails, then it switches to the main power source. The SCADA server would need a battery backup system as well. Lift station 2 has electrical issues that should be corrected. The alarm system should be reviewed and audited as well. The electrical system is 25-30 years old and replacement would be around \$50,000 per lift station. Lift station 9 is small and only feeds a few houses. Consider replacing this lift station. Lift stations 5 & 8 do not have backup generators. Suggested adding generators to those lift stations. We should create a list of urgent needs and long term down the road items for updating. Most of this is due to the aging of the system. Baxter & Woodman will gather rough costs for items needed to start these suggested changes. Motion was made by Oldenburg/second by Paustian directing Baxter & Woodman to immediately increase lift station inspections to weekly with reports; replace battery backups on an annual basis not to exceed \$6,000; add a second battery fail over relay that will switch to the main power source if the battery fails not to exceed \$6,000. Authorize 120V surge protector for lift station 9 at \$1,000. Motion passed unanimously.

- b. **Consideration and possible action on interim compensation for homeowners impacted by lift station 7 back-up on August 21, 2024:** Motion was made by Oldenburg to cover the cost of cleaning of the basements and hotel stays beginning August 21 until the clean-up has been completed for the homeowners who were impacted by the failure. Second by Paustain. Passed unanimously.
6. **Lake Preservation:** Bohner's Lake weed cutting hours of 112 which equates to 70 truckloads of weeds and 84 big harvester loads.
7. **Mitigation Field:** The field was cut last Friday by Creative Edge Landscaping and Phil is happy with the results.
8. **8081 Lakeshore Drive property:** Nothing new to report
9. **Bank resolution for authorized signers for District:** Carrie, Jess, Ruth, and Phil will all be set up as signers but we may hold off until after the recall election on September 17.
10. **Special assessment settlement with Town of Burlington:** Frahm's Estates was added to the district as a second addition. Pat Romenesko stated that we did not receive the tax assessment and the city said we did. We are at an impasse. The item is around \$14,775. The cost to litigate this amount may be cost prohibitive. Rachel Naber of the town was very helpful with providing reports. The report from the 2020 tax roll showed the district assessment was received and the amount was \$57,000. Frahm's special assessment was \$10,000. according to the information that was provided. The difference is just a few thousand dollars and it was suggested that we should just write it off. Rich Scholze recommended the receivable on the books from the town be written off as uncollectable. Motion was made by Oldenburg and carried unanimously.
11. **Oakwood Hills of Bohner's Lake lots 19, 20, and 21; block 17:** Rich was asked by the personal representative of the owner of the parcels and if the district has interest in the purchase of the lot. The parcels are adjacent to the lots that the district already owns. The assessed value for these lots is \$400. per lot. The property is considered wetlands. Phil and Carrie will investigate further before a decision is made as a potential purchase for the district.
12. **2025 budget process/schedule:** Rich reviewed the process and schedule or the annual budget process. He provides the commissioners with a worksheet of anticipated budget. September meeting the commissioners will go through budget line by line. Once budget is completed, we publish a preliminary budget for public consumption. At the October meeting we adopt the budget if no changes are required. The deadline to submit the tax levy to the town clerk for the county tax roll is November 15.
13. **Invoice/fund transfers for approval:** Motion was made by Oldenburg/Wiskes to approve invoices for payment. Motion passed unanimously.

SANITARY DISTRICT

Baxter & Woodman

General Engineering

\$3,017.50 July

General Engineering

\$2,556.70 August

Scholze, Ludwig, Gruhn & Wishau SC

\$1,260.00

City of Burlington Monthly Sewer

\$25,213.21

City of Burlington Connection Fees	\$3,300.00	Wiskes/Orndorf
We Energies	\$800.12	
Wanasek Corp.	\$1,526.31	
Diggers Hotline	\$415.91	
USIC	\$2,677.94	
TDS	\$89.91	
US Cellular	\$86.98	
Bob Spiegelhoff	\$220.00	
ASDA	\$875.00	Lake Preservation
Zarek Insurance	\$7,556.00	
Brown's Lake Sanitary	\$47,600.00	
Creative Edge Landscapes	\$2,386.03	
PuroClean	\$17,462.09	
Hampton Inn	\$1,299.50	
SUBTOTAL – GENERAL INVOICES	\$118,586.20	

8081 LAKESHORE DRIVE PROPERTY

TDS	\$48.58	Phone
TDS	\$45.00	Internet
We Energies	\$134.38	
Bob Spiegelhoff	\$160.00	
TruGreen	\$100.00	Weed control
TruGreen	\$89.00	Lawn Service
Zarek Insurance	<u>\$1,062.00</u>	
SUBTOTAL – 8081 LAKESHORE PROPERTY	\$1,638.96	

TOTAL INVOICES PAID **\$120,225.16**

14. Meeting Adjourned: Meeting adjourned at 5:49 PM.