

AGENDA
LAKE COMO SANITARY DISTRICT NO. 1
N3420 DELL PLACE
WEDNESDAY 18 NOVEMBER 2009 AT 7:00PM

1. *Public Hearing on proposed budget for 2010*
2. *Call to order, Roll call, and Pledge of Allegiance*
3. *Approval of Minutes from meeting(s) 21 October 2009*
4. *Treasurer's report*
5. *Attorney's report*
6. *Engineer's report*
7. **Old Business**
 - a. *Expired well permitting issues*
 - b. *Move to closed session pursuant to the provisions of Section 19.85 (1)(e), Wis. Stats. for purposes of deliberating or negotiating the purchasing of public properties or entering into some other agreement with Mr. and Mrs. Aune regarding use of their property to access District facilities.*
8. **New Business**
 - a. *Discussion of possible sewer rate increase for 2010*
 - b. *Consideration and possible action on a resolution adopting a budget for 2010*
 - c. *Bid opening for gravel road and possible action*
9. *Manager's Report*
10. *Visitor's Comments*
11. *Adjournment*

Date Posted 17 November 2009
Agenda is subject to change prior to meeting
This meeting is handicap accessible

*The next regularly scheduled meeting of Lake Como Sanitary No. 1
will be held 16 December 2009 at 7:00pm at the Lake Como Sanitary
District No.1 Administrative Building.*

Minutes of the Lake Como Sanitary District No.1
at the District Administrative Building, N3420 Dell Place
23 October 2009

The meeting was called to order by President Don DeBaere on Wednesday, 23 October 2009 at 6:30 P.M. Other board members present were Mike Jackson, Treasurer. Also present were Richard Scholze, Legal Counsel and Neal Kolb, District Manager. Pledge of Allegiance followed.

BUDGET WORKSHOP: Don DeBaere questioned why the administrative payroll was grouped with the system operations payroll. There are ample categories in Workhorse to segregate out costs so we can get a clearer picture at the end of the year as to where our actual costs were. This will make it easier to plan a budget for 2011 and track where costs are developing in 2010. It was agreed to do this. Neal noted that it was difficult to reconcile the budget format for 2009 with the Workhorse budget format for 2010 because some items were grouped together and some items were just not in the budget. There was a general discussion about some items in the new budget, mainly the meter reader equipment from Lake Geneva (they are upgrading to a different system). This project cost is \$15K and it was decided to purchase the hardware for \$5K in 2010 and the software for \$10K in the 2011 budget. Other items in the budget are \$8K for sealing manholes to prevent ground water infiltration (WALCOMET program); \$8K for parking lot repairs; SCADA (System Control And Data Acquisition) improvements for \$60K; and \$1K for replacement of carpet in the offices. MOTION by Mike Jackson and seconded by Don DeBaere to table the motion on the budget until the end of the meeting to allow any visitors to speak up. PASSED.

MINUTES: MOTION by Mike Jackson, second by Don DeBaere to approve the minutes of the October 2009 meeting. PASSED.

TREASURER:

Major Expenditures were:

- Alliant Utilities – electricity district offices & wells - \$4,375.523
- Down to Earth Construction – Water leak repairs (Narcissus & H)
- Odling Construction – Water leak repairs (Apricot & Whittier)
- Alliant Utilities – Lift stations - \$2,821.90
- Johannesen Farrar Insurance - \$4,583.00
- Konicek, Kaiser, Scholze , Wanasek & Zott – attorneys - \$1,049.27
- Walcomet – Sewerage treatment - \$17,294.09

Neal will investigate whether we saved any money on our electric bills when we switched to time of day pumping and, if so, how much. There was a rate change when we changed to time of day pumping for the main wells.

Total expenses for the month of September were \$63,190.84 with revenues of \$82,229.60.

There is \$15,081.39 in customer billing that is more than 90 past due. Genoa City is experiencing the same ratio.

Revenues for September were \$82,229.60 and for the year \$1,089,747.55. Expenses for September were \$63,190.84 and for the year \$1,063,149.01.

Mike said that there are more foreclosures and the bills are going to the tax rolls, which doesn't help us until the properties are sold.

MOTION by Mike Jackson, second by Don DeBaere to approve treasurer's report, PASSED.

ENGINEER: Doug Snyder reported that we still owe Odling Construction, Inc. \$24,411.46 (with a 2.5% retainage of \$9,213.45) for payment due on the construction of the water system Inter-connection project. The retainage will be paid upon completion of the punch list (work that still has to be done). This work is to straighten out some valve boxes, concrete pad on the pressure relief line on the south side of the transfer station building; and to resolve any issues with the DNR pertaining to the land disturbance / storm water / wetland violation on Geneva National property; and to provide written acceptance by the WDNR and County. Doug said that Odling would not get to the cleanup of the wetlands this week, and next week he had some emergency work to do. MOTION by Mike Jackson, second by Don DeBaere to pay Odling the sum recommended as above with the retainage suggested by Doug. Motion carried. A check was cut and signed to pay this invoice.

ATTORNEY: Rich Scholze stated that there were four items for him to report on and they would be covered as they come up on the agenda.

MOTION by Mike Jackson and second by Don DeBaere to go back into budget discussions. PASSED.

MOTION by Mike Jackson and second by Don DeBaere to adopt the preliminary budget and to set a public hearing for 18 November 2009 at 7:00 pm for approval of the budget. PASSED.

MOTION by Mike Jackson and second by Don DeBaere to move to closed session pursuant to the provisions of Section 19.85 (1)(e), Wis Statutes for purpose of deliberating or negotiating the purchasing of public properties or entering into some other agreement with Mr. & Mrs. Aune regarding use of their property to access District facilities and to stay in closed session in accordance with Section 19.85(1)(c) Wisconsin Statutes for the purpose of considering the wages of public employee(s) over which the commission has jurisdiction. PASSED.

MOTION by Mike Jackson, second by Don DeBaere to go back into open session. PASSED. Action taken in closed session was to investigate any alternative plans that would enable us to accomplish our objectives in servicing our sanitary force main. Also passed was approval to adjust the District personnel pay on 1 January 2010 pursuant to the schedule given to the district manager.

NEW BUSINESS

MANAGER'S REPORT: Neal reported the following:

1. Hydrant flushing is almost complete for this year. Water was used to flush out solids from some of the sewer mains that do not get much use.
2. The annual test of our four backflow preventers was completed with all of them passing
3. One of the master meters from the wells has been sent in for testing. When it comes back the other one will be sent in. This test must be done every two years.
4. A new chlorine pump has been ordered to replace one that has been giving us trouble. The ancient scale that weighs the pounds of chlorine pumped will also be replaced this year. This is part of the upgrading of the SCADA system.
5. Approved a payment of \$1200 to Ehlers & Associates; to update and submit all Annual Continuing Disclosure Reports as required by the SEC.
6. The problem with testing the emergency generator at LS2 has been discovered. The

circuit breaker on the normal power supply was wired in incorrectly. This will be corrected.

- 7. Letters have been sent out to customers with outstanding bills to inform them that if they are not paid by November 15, their outstanding balance will be put on the tax roll.**

VISITOR'S COMMENTS: None.

**ADJOURNMENT: MOTION by Mike Jackson, second by Don DeBaere to adjourn meeting.
PASSED Adjourned at 8:10 PM**