

‘BROWNS LAKE SANITARY DISTRICT

MINUTES

December 14, 2023

The meeting was called to order by Commissioner Naber at 4:02pm.

**Roll call:** Present were Commissioner Naber, Commissioner Nelson and Commissioner Lois. Mike Weygand was present. Carissa Pezewski of MPC Property Management was also present.

**Verify posting of meeting:** Posting of meeting was verified by Naber.

**Citizen’s Comments:** There were no citizen comments.

**Approval of November 9, 2023 minutes:** A motion was made to approve the November 9, 2023 minutes, the motion was seconded and carried by all.

**Financial report/Approval of invoices/bills:** A motion was made to approve the financials for November, the motion was seconded and carried by all. A motion was made to approve the invoices /bills. It is noted that Kapur reviewed the Great Lakes invoices in question from previous months and matched with the contract as approved to pay. It is noted that Commissioner Lois abstains from approving Kapur invoices.

**Report from Commissioners:**

**Nelson:** The Halls Point lift station electrical cutover is scheduled for December 26. The Brown Lake lift station electrical cutover is schedule for January 24. The plan is for all to be completed by March/April.

**Lois:** The first permit is in for the dredging project. An update was provided regarding the finance committee, their concentration right now is grants. The DNR has also approved the Birchwood Reserve Subdivision

**Naber:** Great Lakes is done with the mains and now onto the sewer laterals. Kapur will be reviewing the lateral inspections and in tandem with Attorney Scholze’s office, letters will be sent to those that are leaking.

**Dredging Update:** The update was provided above.

**Approval of Kapur to prepare bid specs for the dredging project:** A motion was made to approve Kapur to provide civil engineering services for the preparation of bid plans and specifications for the Browns Lake Dredging project, the motion was seconded and carried. It is noted that Commissioner Lois abstains from this vote.

**Bohner’s Lake weed harvesting:** This is tabled.

**Resolution pertaining to the sewer surcharge for City of Burlington parcels:** A motion was made to approve Ordinance 12-14-23, an Ordinance Creating Section VII, I. Of The Brown’s Lake Sanitary District Code of Ordinances Relating to User Charges for Extraterritorial Users, the motion was seconded and carried. The calculations will be done based on Method 2 of the

examples provided by Attorney Scholze. This ordinance goes into effect right away for Q1 2024, the ordinance will also be posted in public locations.

**Birchwood Reserve Subdivision:** Town Administrator Rachel Naber provided an update. It is noted that the Town of Burlington's inspector will be responsible for inspecting the back fill over the Browns Lake Sanitary District's sewer lines.

The meeting was adjourned at 4:49pm