

**KEKOSKEE LEROY JOINT SANITARY COMMISSION**  
**Public Notice**  
**Regular Meeting Agenda**

**Date:** April 12, 2023

**Time:** 5:00 p.m.

**Location:** LeRoy Town Hall, N10725 County Road YY, Lomira, WI 53048

1. Call to order; Confirmation that Open Meeting notice was properly posted.
2. Adopt Agenda
3. Approve the minutes from last month's meeting and dispense with the reading.
4. Guest(s):
5. Public Comment (*no action can be taken on any item that is not on the agenda; comments will be limited to 3 minutes per speaker*).
6. Correspondence
7. Discussion/Action Items
  - a. City of Mayville – maintenance
  - b. City of Mayville – Extra Strength charges
  - c. City of Mayville – March Sludge Bill
  - d. Review & Approve Insurance Cancellation Letter Draft
  - e. Audit follow-up – review & approve second draft letters & financial reports
  - f. Audit follow-up - underfunded account(s) follow-up when/how should 2023 funding be paid?
  - g. May 1 USDA Payment (interest & principal) – will be billed in April
  - h. Bids for lift station cleaning (Great Lakes, Expeditors, Northern Pipe, Sabel, etc.)
  - i. Lift station pump servicing bids
8. Reports - Clerk/Treasurer
  - a. Review financial reports and bank statements
  - b. Approve bills and payroll
9. Future Agenda Items
  - a. April/May – After audit is finalized - Financials, insurance binder, etc. to USDA
  - b. April/May – next year audit/auditor
  - c. August– September - Budget Work – Due to USDA in September
  - d. October - prepare for November 1 USDA Payment (interest only)
  - e. November 2024 – (Two-year terms of office begin new 1/1/24)
  - f. December - File US Federal Government Registration System for Awards Management (SAM), expires 1/14/2024
  - g. January – audit?
  - h. January – bids for lift station cleaning/inspection/televising (Great Lakes, Expeditors, Northern Pipe, Sabel, etc.)
  - i. January – bids for lift station pump servicing
  - j. April - prepare for May 1 USDA Payment (interest & principal)
  - k. April/May - Audit follow-up – review & approve final letters & financial reports
10. Next Meeting Date and Time
11. Adjourn Meeting

Action may be taken on any of the above agenda items.

Dated: April 8, 2023

Brenda Wenzel, Clerk/Treasurer