Sanitary District #1 – Town of Lake Holcombe
Board Meeting Minutes
July 15, 2026

Present: Brian Guthman, Jeff Anders, David Staudacher
Others Present: Jennifer Wright, Brenda Cigan and Jamie Larson

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1. Call to Order

Meeting called to order by Anders at 6:30 p.m.

2. Approval of Minutes

Motion by Guthman, seconded by Staudacher to approve the minutes from **June 17, 2026,** as presented. Motion carried.

3. Treasurer's Report (Presented by B. Cigan)

Motion by Staudacher, seconded by Guthman to approve the Treasurer's report. Motion carried.

4. Operator's Report: Jamie stated everything is operating good. Lift Station 3 had some grease on the chain but after he cleaned it off, there was no further issues. He mentioned there is some repairs that the lift station needs and discussed allowing one Septic Company to use our stations to generate revenue. Jamie will contact Falls Septic to further discuss. This would be limited to one load per day and only for the Holcombe residents he pumps.

5. Public Comment None

Discussion and Possible Motion

1. Discuss CD Balances and Next Steps

Motion by Guthman, seconded by Staudacher to take CD#2 $21,000 and move it to a 13-month CD at 4%. Then combining CD #2 and CD #3 plus the left-over amount of CD#2, $3,661.49, to a 19-month CD with 4.1%. Motion carried.

2. Review Environmental Fee Form and Complete as Needed – Completed and mailed by Clerk

3. Discuss Standardized Sanitary Fees

(labor, pump rebuilds, administrative fees, etc.)
Motion by Staudacher, seconded by Guthman to keep admin fee at $25, $500 Hook-up fee, $60 per hour flat labor fee (including weekend and after hours), late fee 1.5% per month and a transfer fee of $50. Removed stub fee and $300 delinquent year fee. Motion carried.

4. Approval of Bills

Motion by Guthman, seconded by Staudacher to approve the bills as presented. Motion carried.

Adjourn

Motion by Staudacher, seconded by Guthman to adjourn the meeting at 7:03 p.m. Motion carried.

Minutes prepared by Jennifer Wright, Town Clerk *Board Approved 8/19/2026*