

JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
DECEMBER 6, 2018
5:30 P.M.
ST. JOHN'S SCHOOL HALL

Members present: Commissioners Dennis Lefeber and Ken Schneider. Also present: Recording Secretary Brenda Schneider. Excused: President Franz Schmitz.

1. Call to order. Commissioner Ken Schneider called the meeting to order at 5:35 p.m.
2. Approval of the minutes of the 11/1/18 meeting. Motion by Dennis Lefeber, second by Ken Schneider, to accept the minutes of the November 1st, 2018, meeting as distributed. Motion carried (2-0).
3. Discussion and possible action regarding operational issues:
 - a. Lift Station. November runtime reports were reviewed.
 - b. Grinder pump stations. No problems to report.
 - c. Odor issues. Calumet Sanitary District has experienced the same problem. The odorous gases caused serious corrosion to manholes on Elm Beach. Commission discussed developing a manhole inspection form.
 - d. Other operational issues. The City reported to Ken Schneider that the meter station has been recording erratic flows over the past three months. The readings indicate zero flow for an extended period of time to spikes. Commission discussed considering more frequent lift station cleanings. The City will continue to monitor the meter.
4. Consideration and possible approval of the amendments to the Sewer Service Area Map, as prepared by East Central Wisconsin regional Planning Commission. In October, East Central Wisconsin Regional Planning Commission expected to approve the amended Sewer Service Area for the City of Fond du Lac and surrounding sanitary districts. Joe Hoffmann, the project representative for East Central, retired in late June. Todd Verboomen took over Joe's duties. Brenda Schneider serves on the Commission. Todd was under the impression letters and maps were mailed to all districts prior to Joe's retirement. Todd noted only Calumet responded to the letters. Brenda informed Todd she was not aware of said mailings and Taycheedah Sanitary District No. 3 is awaiting the final map amendments. President Schmitz was not aware of this mailing. Due to this possible lack of communication, the Commission postponed approving the amended Sewer Service Area to their December meeting in order to allow time for Todd to contact all entities.

Brenda Schneider reviewed the recently received documents. The force main area along Johnsburg Road has been added. This addition was not required by the DNR when the District's initial SSA was established. The area noticeably missing was the re-addition of the 2007 swap area that was needed for the Meyer Court extension. Brenda communicated this omission to Todd. This swap area is now included. Motion by Dennis Lefeber, second by Ken Schneider, to accept the District's amended sewer service area as illustrated in the updated map. Motion carried (2-0).

5. Consideration and possible approval of the Capacity, Management, Operations and Maintenance Manual (CMOM). The Manual was reviewed. Motion by Dennis Lefeber, second by Ken Schneider, to accept the CMOM. Motion carried (2-0).
6. Discuss the draft Operation & Maintenance Agreement submitted by Taycheedah Sanitary District #1. In October, the Commission reviewed and concurred with the outline of concerns and observations. The outline was mailed to President Mike Nett on 10/29/18. The Commission continues to await a response.

7. Approval of District bills. It was noted the Schenck bill is for the preparation of six quarters of Taycheedah Sanitary District #1 operation and maintenance bills; however, the Commission has received only four of the quarters noted. Motion by Dennis Lefeber, second by Ken Schneider, to approve the bills (order #74-83) for a total of \$9,599.03, which excludes the Schenck invoice billed at the incorrect amount, and to authorize the following:

- Transfer \$10,800.00 from the Operations/User Charge Account to the regular checking account,
- Transfer \$120.45 from the Operations/User Charge Account to the Debt Service Account, and
- Transfer \$10.95 from the Operations/User Charge Account to the Reserve for Replacement Account.

Motion carried (2-0).

8. Schedule the next meeting. The next Commission meeting will be conducted on Thursday, January 10th, at 5:30 pm, at the Johnsburg School Hall.

9. Adjournment. Commissioner Schneider declared the meeting adjourned at 5:30 p.m.

Attest. _____

Brenda A. Schneider, District Recording Secretary