

The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Thursday, January 21<sup>st</sup>, 2010, at 5:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting their January monthly meeting. Members present were: President Bill Gius; Commissioners Mike Sabel and John Rickert; and Recording Secretary Brenda Schneider.

Call to order. President Bill Gius called the meeting to order at 5:01 p.m.

Pledge of Allegiance. The Commission dispensed with reciting the Pledge of Allegiance.

Approval of minutes. John Rickert moved to approve the minutes of the 12/17/09 meeting, seconded by Mike Sabel. Motion carried (3-0).

Sewer System Maintenance Report.

Nothing to report.

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.
  - a. Wegner easement. The District's legal counsel has the issue in process.

New Business:

1. Discuss request for a private interceptor extension requested by Nett Land & Development. The Netts request approval to construct a 4" private interceptor off of the lateral connection for Lot 23, in order to provide service to Lots 21 and 22. Lots 21 & 22 were planned to be serviced by a future sewer extension along Fine View Road. The Fine View Road extension has yet to be built. Nett would secure a 15' easement along the lot line shared by Lots 21 and 23 (30' total width) for the installation of a lateral more than 200' in length to service Lot 22.

Bill Gius motioned to approve service to Lots 21 & 22 under the following conditions:

- Require the installation of an 8" sewer main and manhole, to be built to a point west of the Lot 21 & 23 lot line, to a length sufficient to provide for the installation of two lateral stubs. One stub will provide service to Lot 21 and the other stub will service Lot 22.
- All costs associated with the 8" sewer extension shall be borne by Netts.
- Nett shall obtain all necessary permits and approvals.
- Nett shall reimburse the District for all related expenses associated with engineer review, inspections, etc., pursuant to the District's ordinance.
- The District's engineer will compile the lateral cards.
- Nett's engineer shall provide the District will records drawings of the sewer main/lateral construction.
- Clean outs shall be installed per State Code.
- Lot 22 shall abandon the lateral into the Thornwood Drive sewer and re-connect into the Fine View Road sewer, at his/her expense, if and when it is built.

The motion was seconded by John Rickert. Motion carried (3-0).

2. Approval of bills. Bill Gius moved to approve the bills (order nos. 1-9) totaling \$11,044.15, seconded by John Rickert. Motion carried (3-0).

Bill Gius motioned to authorize the following:

- Transfer of \$11,000.00 from the Operations/User Charge Account to the regular checking account,
- Transfer of \$1,800.61 from the Operations/User Charge Account to the Debt Service Account, and
- Transfer of \$93.14 from the Operations/User Charge Account to the Reserve for Replacement Account.

The motion was seconded by Mike Sabel. Motion carried (3-0).



January 21<sup>st</sup>, 2010

Taycheedah Sanitary District No. 3  
Monthly Meeting

2.

The District's Debt Reserve Account CD, in the amount of \$62,830.62, will mature on January 29<sup>th</sup>. Commission consensus was to renew the CD for a term of 15 months, at a rate of 1.4%; which includes a one-up rate adjustment opportunity.

Public Comment. None given.

Adjournment. Bill Gius moved to adjourn the meeting at 5:40 p.m., seconded by John Rickert. Motion carried (3-0).

Attest: Brenda A. Schneider  
Brenda A. Schneider  
District Recording Secretary

January 28<sup>th</sup>, 2010

Calumet Sanitary District  
Fond du Lac Sanitary District No. 2  
Johnsburg Sanitary District  
Taycheedah Town Board  
Taycheedah Sanitary District No. 1  
Taycheedah Sanitary District No. 3  
Taycheedah Town Board

1.

The Commissions of the Calumet Sanitary District, Fond du Lac Sanitary District No. 2, Johnsburg Sanitary District, Taycheedah Sanitary District No. 1 and Taycheedah Sanitary District No. 3 and the Taycheedah Town Board met on Thursday, January 28<sup>th</sup>, 2010, at 5:00 p.m., at the Taycheedah Town Hall.

Members present were:

**Calumet Sanitary District (CSD):** President Dick Wehner and Commissioners Alice Lemke and Dave Burg.

**Fond du Lac Sanitary District No. 2 (FdL#2):** Absent were: President Brian Balson and Commissioners Bob Giese and Tom Beltz.

**Johnsburg Sanitary District (JSD):** President Franz Schmitz and Commissioners Dennis Lefebvre and Ken Schneider.

**Taycheedah Town Board:** Absent were Chairman Jerry Guelig and Supervisors Tim Simon, Jim Rosenthal, Clarence Kraus, and John Abler.

**Taycheedah Sanitary District No. 1 (TSD#1):** President Sig Tomkalski and Commissioners Dennis Thome and Karen Schwengels.

**Taycheedah Sanitary District No. 3 (TSD#3):** President Bill Gius and Commissioner John Rickert. Absent was Commissioner Mike Sabel.

**Also present:** Kathy Diederich, Taycheedah Town Treasurer; and Brenda Schneider, Taycheedah Town Clerk and Recording Secretary for Johnsburg Sanitary District and Taycheedah Sanitary District No. 3.

The meeting was called to order at 5:07 p.m.

**Approval of minutes of the last meeting:**

Public comment was revised to clarify that TSD#1's rate increase was due to treatment plant debt retirement. Karen Schwengels motioned to accept the minutes of the October 22<sup>nd</sup>, 2009 meeting, seconded by John Rickert. Motion carried unanimously by voice vote.

**Winnebago Drive bridge project:**

Ron Cunzenheim and Karen Schwengels have been attending weekly contractor meetings. They have discovered that the DOT failed to attach the District's addenda to the plans. They have alerted both the prime contractor and the bridge contractor about the sewer force main. Work on the bridge has been postponed until April.

Work on the box culvert has begun. Due to the District's contact, the prime contractor has hired a different engineer to redesign the box culvert. The contractor will have the sewer televised once the culvert work is completed.

Karen Schwengels has been impressed with the contractors and commented that Ron Cunzenheim is doing a great job for the District.

**TSD#1 lift station upgrades:**

Installation is complete.



The final cost of the project exceeded the estimate by \$5,655.80. CSD, JSD and TSD#3 approved cost-share agreements based upon the original estimate. The consensus of all three districts was to amend each of their agreements obligating them to their pro-rated allocation of the \$5,655.80 overage.

TSD#1 will absorb the \$1,160 allocated to the Town of Taycheedah until such time as the Town sells the treatment plant capacity it currently owns.

Thome Electric has been approved to do the remaining electrical modifications inside the wet wells. Thome's quote is firm and will have no effect to the cost-share.

**Sewer main televising:**

TSD#1 plans to have the remainder of their system televised during the spring. This cost will not be cost-shared amongst the districts.

TSD#1 is considering having Sandy Beach to the Winnebago Drive lift station televised after the road construction project has been completed. Great Lakes will be asked to do this work at the same rate. TSD#1 proposes cost-sharing this work.

CSD and TSD#3 also intend to have televising work done in spring.

**Shared sewer repair issues:**

TSD#1 expects to receive insurance reimbursement for some of the expenses attributable to the Brookhaven repair. Labor costs have increased during the last quarter primarily due to the Brookhaven lift station failure and subsequent repair.

TSD#1 plans on making minimal system-wide repairs.

The Gladstone Beach Road repair will be at TSD#1's cost; as well as the County Road K and Peebles Plaza repairs.

An anchor for a telephone post had penetrated the sewer main in the vicinity of the Park & Ride lot. The estimated repair cost is \$2,500.

**Operations & Maintenance Agreement:**

JSD has recently approved and executed an Operations & Maintenance Agreement with TSD#1.

Third and fourth quarter flow information was reviewed as documented by the City of Fond du Lac. It was noted that TSD#3's flow into Deadwood increased significantly during the fourth quarter. TSD#3 will investigate. It was also noted that JSD's flow has been reasonably constant.

The City of Fond du Lac is obligated to calibrate the meters at all connection points. The City will be asked for verification.

Kathy Diederich departed at this time.

TSD#1 has hired Schenck to calculate the quarterly O&M billings. All four parties are being billed equally for this service. The cost appears to have increased from \$75 to \$300 per quarter. An explanation will be requested describing what is done, how it is billed, at what rate and how much to expect for a monthly fee. TSD#1 will see if there is anything they can do that would reduce Schenck's work.

Some of the TSD#3 lift station phone numbers are listed in the telephone book; which could lead to customer confusion. The district will see if the numbers can be removed.

**Consolidation:**

Karen Schwengels has made a request to the OSG for an opinion on consolidation. The OSG would not object to a consolidation. The districts have different rates/charges due to debt. She estimates consolidation will occur in 5-10 years. The State may layout the parameters.

**OSG Executive Committee report:**

The final cost of the treatment plant upgrade has been released. The project came in under budget. It was noted that the transfer of capacity from the Town of Taycheedah to Johnsonburg Sanitary District and to Taycheedah Sanitary District #3 is reflected in the final cost-share of the project.

The telemetry system is still not functioning. In the meantime, the City of Fond du Lac is absorbing the additional labor costs.

**Public comment:**

A resident of TSD#3 questioned when sewer will be constructed along Rolling Hills Drive.

**Schedule the next meetings.**

Thursday, Apr. 22 <sup>nd</sup> , 2010	JSD will provide refreshments
Thursday, July 22 <sup>nd</sup> , 2010	TSD#3 will provide refreshments
Thursday, Oct. 28 <sup>th</sup> , 2010	Taycheedah will provide refreshments
Thursday, Jan. 27 <sup>th</sup> , 2011	TSD#1 will provide refreshments
Thursday, April 28 <sup>th</sup> , 2011	CSD will provide refreshments

**Adjournment:**

Sig Tomkalski motioned to adjourn at 6:41 p.m., seconded by Dennis Lefebvre. Motion carried unanimously by voice vote.

Attest: Brenda A. Schneider  
Brenda A. Schneider  
Taycheedah Town Clerk

The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Wednesday, February 17<sup>th</sup>, 2010, at 4:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting their February monthly meeting. Members present were: President Bill Gius; Commissioners Mike Sabel and John Rickert; and Recording Secretary Brenda Schneider. Also present were Mike Nett, Nett Land & Development; and Mike Immel, Rural Mutual Insurance Company.

Call to order. President Bill Gius called the meeting to order at 4:08 p.m.

Pledge of Allegiance. The Commission dispensed with reciting the Pledge of Allegiance.

Approval of minutes. John Rickert moved to approve the minutes of the 1/21/10 meeting, seconded by Mike Sabel. Motion carried (3-0).

Sewer System Maintenance Report.

The Commission reviewed flow data from the last year. Flow into the Cty. WH metering station has been fairly consistent. However, the flows into the Deadwood Point Road metering station have been significantly inconsistent. The Commission will investigate the cause of the erratic flows.

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.
  - a. Wehner easement. The District's legal counsel has the issue in process.

New Business:

1. Discuss request for a private interceptor extension requested by Nett Land & Development. The Netts requested approval to construct a 4" private interceptor off of the lateral connection for Lot 23, in order to provide service to Lots 21 and 22. Lots 21 & 22 were planned to be serviced by a future sewer extension along Fine View Road. The Fine View Road extension has yet to be built. Nett has secured a 15' easement along the lot line shared by Lots 21 and 23 (30' total width) for the installation of a lateral more than 200' in length to service Lot 22. The Commission considered the request at their January meeting. The following action was taken:

Bill Gius motioned to approve service to Lots 21 & 22 under the following conditions:

- Require the installation of an 8" sewer main and manhole, to be built to a point west of the Lot 21 & 23 lot line, to a length sufficient to provide for the installation of two lateral stubs. One stub will provide service to Lot 21 and the other stub will service Lot 22.
- All costs associated with the 8" sewer extension shall be borne by Netts.
- Nett shall obtain all necessary permits and approvals.
- Nett shall reimburse the District for all related expenses associated with engineer review, inspections, etc., pursuant to the District's ordinance.
- The District's engineer will compile the lateral cards.
- Nett's engineer shall provide the District will records drawings of the sewer main/lateral construction.
- Clean outs shall be installed per State Code.
- Lot 22 shall abandon the lateral into the Thornwood Drive sewer and re-connect into the Fine View Road sewer, at his/her expense, if and when it is built.

The motion was seconded by John Rickert. Motion carried (3-0).

The Commission did not take any action to amend or repeal their conditional approval.

Mike Nett will have his engineer design an 8" sewer main extension a few feet beyond the joint lot line of Lots 22 & 23 and for the construction of a manhole.



2. Discuss grinder pump maintenance costs. Foreign objects were flushed into a system causing a \$1,708.00 repair bill to the pump. The Commission is awaiting an opinion from their legal counsel regarding the Commission's ability to charge the user of individual grinder pumps for maintenance and repairs needed for neglectful use of the system. In the meantime, the Commission will submit the bill as a claim against their equipment breakdown insurance coverage, subject to a \$500.00 deductible.
3. Approval of bills. Bill Gius moved to approve the bills (order nos. 10-15) totaling \$17,955.71, seconded by John Rickert. Motion carried (3-0).  
Bill Gius motioned to authorize the following:
  - Transfer of \$17,900.00 from the Operations/User Charge Account to the regular checking account.The motion was seconded by John Rickert. Motion carried (3-0).

Presentation. Mike Immel, Rural Mutual Insurance Company, gave a summary of the District's insurance coverage. The District's premium for their business owner's policy decreased by approximately \$250.00 and the premium for workman's comp is the minimum allowed by State law. The equipment breakdown coverage began 1/1/08. Grinder pump repair bills from the past two years will be compiled for claim submittal.

Public Comment. None given.

Adjournment. Bill Gius declared the meeting adjourned at 5:16 p.m.

Attest: Brenda A. Schneider  
Brenda A. Schneider  
District Recording Secretary



March 17<sup>th</sup>, 2010

Taycheedah Sanitary District No. 3  
Monthly Meeting

1.

The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Wednesday, March 17<sup>th</sup>, 2010, at 4:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting their March monthly meeting. Members present were: Commissioners Mike Sabel and John Rickert; and Recording Secretary Brenda Schneider. Absent was President Bill Gius. Also present was Mike Nett, Nett Land & Development.

Call to order. Commissioner John Rickert called the meeting to order at 4:16 p.m.

Pledge of Allegiance. The Commission dispensed with reciting the Pledge of Allegiance.

Approval of minutes. Mike Sabel moved to approve the minutes of the 2/17/10 meeting, seconded by John Rickert. Motion carried (2-0-1 absent).

Sewer System Maintenance Report.

The system located at the Fife property is operating order. An electrical glitch tripped the system. After reviewing historic flow information, the Commission consensus was to televise the following:

- Church Road-gravity sewer to the lift station,
- Deadwood Point Road to USH 151,
- Abler Road and Park Ridge Drive,
- Silica Road-from USH 151 to Abler Road, and
- USH 151.

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.
  - a. Wehner easement. The District's legal counsel has the issue in process.

New Business:

1. Discuss grinder pump maintenance costs. Foreign objects were flushed into a system causing a \$1,708.00 repair bill to the pump. The Commission is awaiting an opinion from their legal counsel regarding the Commission's ability to charge the user of individual grinder pumps for maintenance and repairs needed for neglectful use of the system. In the meantime, the Commission will submit the bill as a claim against their equipment breakdown insurance coverage, subject to a \$500.00 deductible. Repairs caused by negligent use will be billed to the homeowner.
2. Review and action pertaining to investments. The BAN Debt Service Reserve Fund CD has matured. John Rickert motioned to reinvest the \$207,229.15 in a CD at Bank Mutual, seconded by Mike Sabel. Motion carried (2-0-1 absent).
3. Approval of bills. John Rickert moved to approve the bills (order nos. 16-24) totaling \$74,342.76, and to authorized the
  - Transfer of \$74,000.00 from the Operations/User Charge Account to the regular checking account,
  - Transfer \$538.25 from the Operations/Inspection Account to the regular checking account,
  - Transfer \$39,245.31 from the Operations/User Charge Account to the Debt Service Account, and
  - Transfer \$2,029.93 from the Operations/User Charge Account to the Reserve for Replacement Account.

The motion was seconded by Mike Sabel. Motion carried (2-0-1 absent).

Public Comment. Mike Nett informed the Commission that he is not comfortable with the provision that Lot 23 would need to re-connect into the sewer along Fine View Road when and if the sewer is ever built. Mr. Nett also reinstated his request to allow a private interceptor due to the 8" stub being located at the edge of the asphalt roadway. The Commission will re-address Mr. Nett's requests at their April meeting.

Adjournment. John Rickert moved to adjourn the meeting at 5:20 p.m., seconded by Mike Sabel. Motion carried (2-0-1 absent).

Attest: Brenda A. Schneider  
Brenda A. Schneider, District Recording Secretary



The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Wednesday, April 21<sup>st</sup>, 2010, at 4:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting their April monthly meeting. Members present were: President Bill Gius and Commissioners Mike Sabel and John Rickert; and Recording Secretary Brenda Schneider. Also present were Bud Sabel, District Maintenance Technician, and Mike Nett, Nett Land & Development.

Call to order. President Gius called the meeting to order at 4:00 p.m.

Pledge of Allegiance. The Commission dispensed with reciting the Pledge of Allegiance.

Approval of minutes. John Rickert moved to approve the minutes of the 3/17/10 meeting, seconded by Mike Sabel. Motion carried (3-0).

Sewer System Maintenance Report.

Consideration and possible action regarding maintenance and operational issues.

One of the private grinder pump systems malfunctioned. The Commission will perform a site visit at the conclusion of the meeting.

Great Lakes TV & Seal has completed televising for the District. They discovered a big leak in a pipe joint in the manhole located at Hwy. 151 and Silica Road. Great Lakes provided a verbal quote of \$900 to grout the joint. Mike Sabel moved to accept the quote from Great Lakes, not to exceed \$900, seconded by Bill Gius. Motion carried (3-0).

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.
  - a. Wehner easement. The District's legal counsel has the issue in process.
2. Discuss request for a private interceptor extension requested by Nett Land & Development. Mike Nett requested that the Commission reconsider their approval clause requiring that if sewer is ever built along Fine View Road, the home on Lot 22 must abandon its connection into Thornwood Drive and re-connect into Fine View Road. It was noted that if the sewer is built along Fine View Road, it more than likely would be built on the west side of the street. If that is the case, the number of cleanouts in the lateral serving the home may not be reduced with a connection into the Fine View Road sewer. Bill Gius moved to amend the Commission's March 2<sup>nd</sup> approval letter regarding the abandonment and re-connection requirement of the sewer lateral by substituting "recommendation" in lieu of requirement. It was noted that a lateral stub shall be built into the Fine View Road sewer for an alternate service to Lot 22. The motion was seconded by John Rickert. Motion carried (3-0).

New Business:

1. Discuss request for restoration along Rosenthal Court. The County and the Town claim no obligation to do the work. Mike Sabel moved that the District has no obligation to provide restoration for said complaint. Motion died for lack of a second. Bill Gius moved to table the matter for future discussion, seconded by John Rickert. Motion carried (3-0).
2. Consideration and possible affirmation of the Resolution Regarding Proposed Amendments to NR 217 Affecting Effluent Standards and Limitations for Phosphorus. John Rickert motioned to affirm the resolution, seconded by Bill Gius. Motion carried (3-0).
3. Discuss grinder pumps and lift stations cleaning report. Four of the grinder pump systems alerted Bud Sabel of a problem. The floats in all four systems were twisted and malfunctioning.

The lift station at Cty. WH and Lakeview Road had moderate gravel in it. There have been several instances of settling at the upstream manhole. The manhole will be inspected.
4. Discuss changing legal counsel. Gary Sharpe was recently elected to a judgeship position. Mr. Sharpe will be asked for a recommendation.
5. Approval of bills. Bill Gius moved to approve the bills (order nos. 25-36) totaling \$13,630.63, with a \$200.00 reduction to the Great Lakes invoice due to District responses needed for malfunctioning grinder pump systems and to postpone the 2009 3<sup>rd</sup> and 4<sup>th</sup> quarter O&M bills from Taycheedah Sanitary District #1 for further review, and to authorized the following:

April 21<sup>st</sup>, 2010

Taycheedah Sanitary District No. 3  
Monthly Meeting

2.

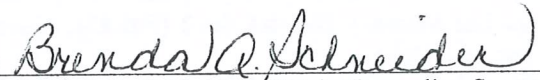
- Transfer of \$13,300.00 from the Operations/User Charge Account to the regular checking account,
  - Transfer \$269.13 from the Operations/Inspection Account to the regular checking account,
  - Transfer \$7,009.13 from the Operations/User Charge Account to the Debt Service Account, and
  - Transfer \$362.54 from the Operations/User Charge Account to the Reserve for Replacement Account.
- The motion was seconded by Mike Sabel. Motion carried (3-0).

Public Comment. None was presented.

The Commission performed a site visit to a grinder pump system for pump inspection.

Adjournment. The meeting adjourned at 6:45 p.m.

Attest:

  
Brenda A. Schneider, District Recording Secretary



April 22<sup>nd</sup>, 2010

Calumet Sanitary District  
Fond du Lac Sanitary District No. 2  
Johnsburg Sanitary District  
Taycheedah Town Board  
Taycheedah Sanitary District No. 1  
Taycheedah Sanitary District No. 3  
Taycheedah Town Board

1.

The Commissions of the Calumet Sanitary District, Fond du Lac Sanitary District No. 2, Johnsburg Sanitary District, Taycheedah Sanitary District No. 1 and Taycheedah Sanitary District No. 3 and the Taycheedah Town Board met on Thursday, April 22<sup>nd</sup>, 2010, at 5:00 p.m., at the Taycheedah Town Hall.

Members present were:

**Calumet Sanitary District (CSD):** President Dick Wehner and Commissioners Alice Lemke and Dave Burg.

**Fond du Lac Sanitary District No. 2 (FdL#2):** Absent were: President Brian Balson and Commissioners Bob Giese and Tom Beltz.

**Johnsburg Sanitary District (JSD):** President Franz Schmitz. Absent: Commissioners Dennis Lefebvre and Ken Schneider.

**Taycheedah Town Board:** Absent were Chairman Jerry Guelig and Supervisors Tim Simon, Jim Rosenthal, Clarence Kraus, and Mike Wirtz.

**Taycheedah Sanitary District No. 1 (TSD#1):** President Sig Tomkalski and Commissioner Karen Schwengels. Absent: Commissioner Dennis Thome.

**Taycheedah Sanitary District No. 3 (TSD#3):** Commissioner John Rickert. Absent: President Bill Gius and Commissioner Mike Sabel.

**Also present:** Kathy Diederich, Taycheedah Town Treasurer; and Brenda Schneider, Taycheedah Town Clerk and Recording Secretary for Johnsburg Sanitary District and Taycheedah Sanitary District No. 3.

The meeting was called to order at 5:07 p.m.

**Approval of minutes of the last meeting:**

Sig Tomkalski motioned to accept the minutes of the January 28<sup>th</sup>, 2010 meeting, seconded by Franz Schmitz. Motion carried unanimously by voice vote.

**Winnebago Drive project:**

Karen Schwengels has been attending weekly construction meetings. Ron Cunzenheim will re-join her in mid June when work begins on the Roosevelt Park bridge.

Work on the box culvert near Sandy Beach Road has been completed without any problems. TSD#1 received excellent cooperation from the contractors and the engineers. The contractors went above and beyond the minimum requirement established by the DOT at their expense. The State Inspector and the DNR were onsite routinely.

**Shared sewer repair issues:**

TSD#1 is experiencing a need to clean the filters more often presumably due to stormwater runoff from the spring thaw. Standby filters have been purchased.

An anchor for some type of post had penetrated the sewer main in the vicinity of the Park & Ride lot. The utility company refused to pay for the repair due to the fact that no one could prove which utility was responsible or the length of time that the anchor was there. TSD#1 decided not to cost-share the repair expense.



During televising, TSD#1 also discovered that a utility pole had been driven partially through a sewer main located at Cty. K. Alliant paid for the cost of the repair.

The group briefly discussed membership in Digger's Hotline. Each party has a staff person that does utility locating as needed.

### **Operations & Maintenance Agreement.**

#### **Quarterly billings:**

Kathy Diederich explained the following process she applies when compiling the quarterly O&M bills:

- Analyze maintenance and inspection work logs to determine whether or not a shared expense,
- Summarize all labor costs in a spreadsheet,
- Analyze all invoices to determine if a shared expense
  - Determine attributable lift station location,
  - Classify as routine maintenance, repair or equipment breakdown,
  - Analyze all utility bills to determine attributable lift station location,
  - Incorporate all data in a spreadsheet,
- Collect flow data from the City and compile it into the spreadsheet.

There was a significant increase in invoicing during 2009 due to emergency response and subsequent repair of the Brookhaven lift station and applicable insurance reimbursements; and the system wide lift station upgrade project. The increased activity required more of Kathy's time; which noticeably increased the cost of her services. All parties are being billed equally. She has been working toward delegating more of the work in order to reduce the overall cost. TSD#1 has also begun coding expenses indicating whether or not a shared expense. They have also expanded their chart of accounts in order to add more clarity.

The 2009 3<sup>rd</sup> and 4<sup>th</sup> quarter operation and maintenance bills have recently been released. The 2010 1<sup>st</sup> quarter bill should be coming soon.

The Winnebago Drive project has increased labor expenses during the 1<sup>st</sup> quarter that were due to the repeated need for locating services.

The 2010 1<sup>st</sup> quarter flows, as documented by the City of Fond du Lac, were reviewed.

#### **TSD#1 lift station upgrades:**

Installation is complete.

Thome Electric has been approved to do the remaining electrical modifications inside the wet wells. Thome's quote is firm and will have no effect on the cost-share. The TSD#1 Commissioners disagreed as to whether or not the work has been completed at this time.

#### **Sewer main televising:**

TSD#1 has just completed a 3-year district-wide televising project. A number of leaks were discovered during the project. They will now work on the last of the needed repairs.

Great Lakes has determined that the main line is in good condition.

TSD#1 plans to do clear water home inspections looking for sump pump connections into the sewer.

CSD has televised their entire system.

TSD#3 has just completed televising of a portion of their system.

It was reported that the City of Fond du Lac contracts with ICS for quarterly calibrating. Also, the City representative takes historic data with him when he does the monthly readings. If notices an odd reading, he will check the calibration on the spot.

**OSG Executive Committee report:**

The OSG may consider future educational sessions for its members.

It was reported that sooner or later the treatment plant will have to be modified to remove 90% of the phosphorus in the wastewater. Modifications/construction was estimated to cost \$20,000,000. The City is in the process of working with the DNR to postpone forced modifications.

The OSG is expected to request phosphorus test results for each of the members.

**Public comment:**

None was presented.

**Schedule the next meetings.**

Thursday, July 22 <sup>nd</sup> , 2010	TSD#3 will provide refreshments
Thursday, Oct. 28 <sup>th</sup> , 2010	Taycheedah will provide refreshments
Thursday, Jan. 27 <sup>th</sup> , 2011	TSD#1 will provide refreshments
Thursday, April 28 <sup>th</sup> , 2011	CSD will provide refreshments
Thursday, July 28 <sup>th</sup> , 2011	JSD will provide refreshments

**Adjournment:**

Sig Tomkalski motioned to adjourn at 5:59 p.m., seconded by Franz Schmitz. Motion carried unanimously by voice vote.

Attest: Brenda A. Schneider  
Brenda A. Schneider  
Taycheedah Town Clerk



The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Wednesday, May 19<sup>th</sup>, 2010, at 4:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting their May monthly meeting. Members present were: President Bill Gius and Commissioners Mike Sabel and John Rickert; and Recording Secretary Brenda Schneider. Also present was Bud Sabel, District Maintenance Technician

Call to order. President Gius called the meeting to order at 4:10 p.m.

Pledge of Allegiance. The Commission dispensed with reciting the Pledge of Allegiance.

Approval of minutes. Bill Gius moved to approve the minutes of the 4/21/10 and 4/22/10 meetings, seconded by John Rickert. Motion carried (3-0).

Sewer System Maintenance Report.

Consideration and possible action regarding maintenance and operational issues.

Bill Gius met at the Deadwood Point metering station with a contractor retained by the City of Fond du Lac. The City is working toward completing the operability of the telemetry system. The contractor was advised to extend the antenna pipe by two feet. The pipe is anchored into concrete.

Don Endres recently discovered a second septic tank on his property that was not abandoned. Mark Mand, Endres' contractor, has been contacted. Bud Sabel will follow-up on the matter.

The Commission would like to re-locate the Endres' grinder pump control panel. Due to fact that he is in the process of repairing the roof on his earth home, it would be a good time to do the work. Bill Gius will contact Endres.

Bud Sabel reported that the March flows at the Deadwood Point metering station were extremely low. It was also noted that the next two readings were higher. It is possible that the City reset the meter as part of their telemetry project.

The leak at Hwy. 151 and Silica Road has been fixed.

The Commission reviewed the televising report submitted by Great Lakes TV & Seal. Six leaks were detected that are in need of repair. The Commission will obtain quotes from Great Lakes for the repairs.

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.

- a. Wehner easement. The District's legal counsel has the issue in process.

2. Discuss restoration along Rosenthal Court/CTH QQ. Recent rain events of nearly 2" in two days did not create sitting water in the right of way. Jim Rosenthal reported that overflow from the Sand Hill Ridge pond creates occasional ponding. He also recently learned that the two property owners bordering the pond are required by Adashun & Jones to pump water into the pond daily to maintain a certain level.

Rosenthal reports that water sits in a settled area from the phone pedestal to the cross culvert from the pond. There are also high spots at random locations in the ditches along CTH QQ and Rosenthal Court that obstruct the flow of water. His attorney doesn't want him digging or cutting on the sidehill of QQ due to it being the County right of way and buried utilities. He can only do top-dressing. The County recently shot elevations of the ditch line. He has yet to receive their report.

The Commission commented that the one-year warranty period provided by the contractor expired over five years ago and that settling will continue.

Mr. Rosenthal stated that he can do the work to take care of the grade changes in the ditch that affect flow. He also commented that he is willing to fix the street slope if the County doesn't fix it.

Further discussion was postponed to wait for the County's decision.

3. Discuss changing legal counsel. John Rickert motioned to contact John Herrick for legal services, seconded by Bill Gius. Motion carried (3-0).

New Business:

1. Discuss Taycheedah Sanitary District #1 Operation & Maintenance bills. The Commission objects to the following bills for various reasons:
  - Abler Tree Company LLC \$600 for Brookhaven tree removal
  - Northern Tool & Equipment \$154.34 for heater and light

- Total Energy Systems, LLC \$173.15 generator servicing
  - Total Energy Systems, LLC \$1,185 generator monitoring
  - Town & Country UUC, Inc. \$5,700.00 manhole adjustment
  - Total Energy Systems, LLC \$320.00 generator servicing
  - Precision Locksmithing, LLC \$20.50 unknown
  - Horton Group \$4,785.00 insurance
  - Neenah Foundry \$809.00 adjusting rings
2. Approval of bills. Bill Gius moved to approve the bills (order nos. 37-46) totaling \$6,489.14, and to authorized the following:
- Transfer of \$6,200.00 from the Operations/User Charge Account to the regular checking account, and
  - Transfer \$134.57 from the Operations/Inspection Account to the regular checking account.
- The motion was seconded by John Rickert. Motion carried (3-0).

Public Comment. None was presented.

Commissioner Rickert commented on the need to amend the District's ordinance to require solid PVC or galvanized pipe on sump pumps.

Adjournment. Bill Gius motioned to adjourn the meeting at 5:34 p.m., seconded by John Rickert. Motion carried (3-0).

Attest: Brenda A. Schneider  
Brenda A. Schneider, District Recording Secretary



The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Wednesday, June 16<sup>th</sup>, 2010, at 4:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting their June monthly meeting. Members present were: President Bill Gius (tardy) and Commissioners Mike Sabel and John Rickert; and Recording Secretary Brenda Schneider. Also present was Bud Sabel, District Maintenance Technician.

Call to order. Commissioner John Rickert called the meeting to order at 4:11 p.m.

Pledge of Allegiance. The Commission dispensed with reciting the Pledge of Allegiance.

Approval of minutes. Mike Sabel moved to approve the minutes of the 5/19/10 meeting, seconded by John Rickert. Motion carried (2-0-1 absent).

Sewer System Maintenance Report.

Consideration and possible action regarding maintenance and operational issues.

The area received 3" of rain yesterday. Staff will review the flow readings looking for increases in flows.

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.
  - a. Wehner easement. The District's legal counsel has the issue in process.
2. Discuss restoration along Rosenthal Court/CTH QQ. Discussion was postponed to a future meeting that Mr. Rosenthal can attend.
3. Discuss changing legal counsel. Mike Sabel motioned to appoint John Herrick as legal counsel for the District, seconded by John Rickert. Motion carried (2-0-1 absent).

New Business:

1. Discuss the use of sump pumps and home inspections. Section 7.5 of the District's Sewer Use Ordinance requires compliance with the 2000 Wastewater Agreement Between the City of Fond du Lac and the Outlying Sewer Group Ordinance; and Section 8.4 adopts State Plumbing and State Building Codes, Town of Taycheedah ordinances and City of Fond du Lac and Fond du Lac County ordinances.

State Code prohibits the use of flexible pipe connections to sump pumps. The City of Fond du Lac ordinance also prohibits the use of Ts and valves.

Periodic home inspections will begin in the fall. Violators will be subject to fines of \$500-\$1,000.

An insert will be included in the next quarterly user charge bill.
2. Consideration and possible acceptance of the 2009 Compliance Maintenance Annual Report (CMAR). After review by the Commission, John Rickert motioned to accept the 2009 CMAR, seconded by Mike Sabel. Motion carried (2-0-1 absent).
3. Discuss Taycheedah Sanitary District #1 Operation & Maintenance bills. The Commission objects to the following bills for various reasons:

• Precision Locksmithing	\$18.50 unknown
• Total Energy Systems, LLC	\$341.39 oil pan heater
• Energenecs, Inc.	\$3995.00 service agreement
4. Approval of bills. John Rickert to approve the bills (order nos. 47-57) totaling \$3,325.00, and to authorized the following:
  - Transfer of \$2,900.00 from the Operations/User Charge Account to the regular checking account,
  - Transfer \$134.57 from the Operations/Inspection Account to the regular checking account.
  - Transfer \$41039.49 from the Operations/User Charge Account to the Debt Service Account, and
  - Transfer \$2,122.73 from the Operation/User Charge Account to the Reserve for Replacement Account.The motion was seconded by Mike Sabel. Motion carried (2-0-1 absent).

President Gius arrived at this time.

Public Comment. None was presented.

June 16<sup>th</sup>, 2010

Taycheedah Sanitary District No. 3  
Monthly Meeting

2.

Adjournment. John Rickert motioned to adjourn the meeting at 4:54 p.m., seconded by Bill Gius. Motion carried (3-0).

Attest: Brenda A. Schneider  
Brenda A. Schneider, District Recording Secretary

The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Wednesday, July 21<sup>st</sup>, 2010, at 4:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting their July monthly meeting. Members present were: Commissioners Mike Sabel and John Rickert; and Recording Secretary Brenda Schneider. Also present were Bud Sabel, District Maintenance Technician and Andy Karls, Inspector. Absent was: President Bill Gius.

Call to order. Commissioner John Rickert called the meeting to order at 4:04 p.m.

Pledge of Allegiance. The Commission dispensed with reciting the Pledge of Allegiance.

Approval of minutes. Mike Sabel moved to approve the minutes of the 6/16/10 meeting, seconded by John Rickert. Motion carried (2-0-1 absent).

Sewer System Maintenance Report.

Consideration and possible action regarding maintenance and operational issues.

After another recent rain, the flows at the Church Road lift station have again spiked. Improper clear water connections may have been made in this area.

Great Lakes recently repaired the manhole leak at Hwy. 151 and Silica Road. The remainder of the leaks noted in their televising report is more than likely sump pump connections or someone was showering or running their wash machine at the time of the televising. Great Lakes would need to televise the individual laterals to determine if there are structural leaks in the laterals. They advised performing home inspections first.

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.
  - a. Wehner easement. The District's legal counsel has the issue in process.
2. Discuss changing legal counsel. Attorney John Herrick declined due to conflict of interest. Bill Gius will research another recommendation.
3. Discuss the use of sump pumps and home inspections. Andy Karls, Bud Sabel, John Rickert and Mike Sabel will perform home inspections. The inspections will be done in 2-man teams. The team will be looking for the following:
  - No Ts, valves or flexible pipe on sump pumps.
  - Only a short rubber boot or union is allowed on a sump pump for switching it out.
  - Account for all pipes entering unsealed sanitary pits.
  - Sanitary pits must have cement bottoms.
  - Tiled sanitary pits must be cemented between tiles.
  - No de-watering troughs.
  - Check all floor drains and account for all pipes.
  - Removed downspouts from cisterns and order the cement of the intake hole.
  - Verify all outdoor clean-outs are capped and frost sleeve is properly installed.

The structures located along Church Road, Cty. QQ, Cty. WH, Oak Acres, Taynette Circle, Park Ridge Drive and Abler Road will be inspected this year.

New Business:

1. Approval of bills. Mike Sabel motioned to approve the bills (order nos. 58-70) totaling \$10,253.68, and to authorize the following:
  - Transfer of \$9,400.00 from the Operations/User Charge Account to the regular checking account,
  - Transfer \$672.82 from the Operations/Inspection Account to the regular checking account.
  - Transfer \$504.62 from the Operations/User Charge Account to the Debt Service Account, and
  - Transfer \$26.10 from the Operation/User Charge Account to the Reserve for Replacement Account.The motion was seconded by John Rickert. Motion carried (2-0-1 absent).



July 21<sup>st</sup>, 2010

Taycheedah Sanitary District No. 3  
Monthly Meeting

2.

Public Comment. Taycheedah Sanitary District No. 1 Commissioner Karen Schwengels apologized to the Commission for the confusion associated with the disputed Operation & Maintenance bills from the prior two quarters. The bills were not reviewed by their Commission prior to dispersement.

Karen Schwengels also requested a letter of support from the Commission pertaining to her ongoing monitoring of the Winnebago Drive project and the need that she remains onsite for the duration of the project. She has been informed of a legal proceeding in Minnesota that would conflict with the project's schedule. She intends to ask for postponement.

Adjournment. Mike Sabel motioned to adjourn the meeting at 5:14 p.m., seconded by John Rickert. Motion carried (2-0-1 absent).

Attest: Brenda A. Schneider  
Brenda A. Schneider, District Recording Secretary



July 22<sup>nd</sup>, 2010

Calumet Sanitary District  
Fond du Lac Sanitary District No. 2  
Johnsburg Sanitary District  
Taycheedah Town Board

1.

Taycheedah Sanitary District No. 1  
Taycheedah Sanitary District No. 3  
Taycheedah Town Board

The Commissions of the Calumet Sanitary District, Fond du Lac Sanitary District No. 2, Johnsburg Sanitary District, Taycheedah Sanitary District No. 1, Taycheedah Sanitary District No. 3 and the Taycheedah Town Board met on Thursday, July 22<sup>nd</sup>, 2010, at 5:00 p.m., at the Taycheedah Town Hall.

Members present were:

**Calumet Sanitary District (CSD):** President Dick Wehner and Commissioners Alice Lemke and Dave Burg.

**Fond du Lac Sanitary District No. 2 (FdL#2):** Absent were: President Brian Balson and Commissioners Bob Giese and Tom Beltz.

**Johnsburg Sanitary District (JSD):** President Franz Schmitz and Commissioner Ken Schneider. Absent: Commissioner Dennis Lefebber.

**Taycheedah Town Board:** Absent were Chairman Jerry Guelig and Supervisors Tim Simon, Jim Rosenthal, Clarence Kraus, and Mike Wirtz.

**Taycheedah Sanitary District No. 1 (TSD#1):** President Sig Tomkalski and Commissioners Karen Schwengels and Dennis Thome.

**Taycheedah Sanitary District No. 3 (TSD#3):** President Bill Gius and Commissioner John Rickert. Absent: Commissioner Mike Sabel.

**Also present:** Kathy Diederich, Taycheedah Town Treasurer; and Brenda Schneider, Taycheedah Town Clerk and Recording Secretary for Johnsburg Sanitary District and Taycheedah Sanitary District No. 3.

The meeting was called to order at 5:05 p.m.

#### Approval of minutes of the last meeting:

Franz Schmitz motioned to accept the minutes of the April 22<sup>nd</sup>, 2010 meeting as presented, seconded by Sig Tomkalski. Motion carried unanimously by voice vote.

#### Winnebago Drive project.

Karen Schwengels has been monitoring the project daily. She gave the following status report:

- AT&T bored through the lateral at Roosevelt Park. The repair has been completed.
- There are drainage issues in the area.
- Alliant's power poles are over the sewer line. TSD#1 is requesting the poles be re-located.
- The emergency pump is in place.
- The southeast bridge pilings are in place.
- The southwest pilings will be closer to the sewer line. It is expected they will be bored sometime around August 6<sup>th</sup>.
- The work crews have been considerate and accommodating.

#### Shared sewer repair issues:

TSD#1 is beginning work on installation of a new wet well at the Winnebago Drive lift station and manhole repairs are planned due to televising reports.

**City of Fond du Lac's request to coordinate meter station keys.**

The employee from the City's wastewater collection system who reads the flow meters monthly has requested coordination of the keys for all the metering stations on the east side. He would like to reduce to one or two keys. Citing safety and security concerns, Bill Gius moved to not unify the keys, seconded by Karen Schwengels. Motion carried unanimously by voice vote.

**Sewer User Ordinance Compatibility.**

It was suggested that the districts design an ordinance that would be compatible and consistent from Calumet to TSD#1, and possibly beyond. The ordinance would address uniform home/sump pump inspections, uniform televising schedules and uniform maintenance plans. Further discussion is expected during the October meeting.

All the districts will provide their ordinance to be posted on the Town of Taycheedah website.

**Sump Pump Connections/Home Inspections.**

Calumet inspected their entire district about two years ago.

TSD#3 and Johnsburg expect to start their inspections this year. Both parties are planning to inspect 20% of the homes per year.

John Rickert, TSD#3 Commissioner and Wastewater Treatment Plant employee, gave the following presentation regarding inspections:

- The inspector needs to appear respectable and present proper ID.
- He suggested inspection teams of two persons; one to do the inspection and the other to complete the report.
- The inspectors need to check the following items:
  - Verify cistern downspouts are capped.
  - No flexible pipe, Ts or valves; however, one 2-3" rubber boot is allowed.
  - Dye test roof drains.
  - No de-watering troughs.
  - Check downspouts and gutters.
  - Check yard drains.
  - Check the number of pipes vs. drains in the sump pump pits.
  - Check for a cement bottom in the sump pump pits.
  - The City gives 30 days to correct a violation. He recommends taking photos.
- Documented reports of routine manhole inspections need to be completed.
- Chimney seals/cretex boots are required by City ordinance for all new construction.

**Operations & Maintenance Agreement.****Quarterly billings:**

The 2<sup>nd</sup> quarter, 2010, O&M bills will be disbursed soon. Each district's flows are a part of each billing.

**Disputed Taycheedah Sanitary District #1 operation and maintenance charges from 3<sup>rd</sup> and 4<sup>th</sup> quarter 2009 and 1<sup>st</sup> quarter 2010.**

TSD#3 disputed some of the components of the 3<sup>rd</sup> and 4<sup>th</sup> quarter, 2009, and the 1<sup>st</sup> quarter, 2010, bills. Their disputes were explained.

**Town of Fond du Lac Sanitary District #2's monetary adjustment for operation and maintenance expenses from 2003-2005.**

FDL#2 was not represented at the meeting.

Bills were submitted to TSD#1 pursuant to their agreement. FDL#2 will be asked to attend a meeting with TSD#1 to provide an explanation.

**OSG Executive Committee report.**

The semi-annual meeting of the membership will be conducted on September 16<sup>th</sup>.

**Recent changes to phosphorus discharge limits.**

State officials adopted sweeping regulations on June 23<sup>rd</sup> that are expected to control phosphorus pollution. The change in regulations will force additional modifications to the City of Fond du Lac Wastewater Treatment Plant. The financial impact to the districts is unknown at this time.

**Public comment:**

None was presented.

**Schedule the next meetings.**

Thursday, Oct. 28 <sup>th</sup> , 2010	Taycheedah will provide refreshments
Thursday, Jan. 27 <sup>th</sup> , 2011	TSD#1 will provide refreshments
Thursday, April 28 <sup>th</sup> , 2011	CSD will provide refreshments
Thursday, July 28 <sup>th</sup> , 2011	JSD will provide refreshments
Thursday, Oct. 27 <sup>th</sup> , 2011	TSD#3 will provide refreshments

**Adjournment:**

Sig Tomkalski motioned to adjourn at 6:34 p.m., seconded by Dave Burg. Motion carried unanimously by voice vote.

Attest: Brenda A. Schneider  
Brenda A. Schneider  
Town of Taycheedah Clerk



The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Wednesday, August 18<sup>th</sup>, 2010, at 4:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting their August monthly meeting. Members present were: President Bill Gius and Commissioner John Rickert; and Recording Secretary Brenda Schneider. Also present were Karen Schwengels, Taycheedah Sanitary District No. 1 Commissioner. Absent was: Commissioner Mike Sabel.

Call to order. President Gius called the meeting to order at 4:13 p.m.

Pledge of Allegiance. The Commission dispensed with reciting the Pledge of Allegiance.

Approval of minutes. Bill Gius moved to approve the minutes of the 7/21/10 meeting, seconded by John Rickert. Motion carried (2-0-1 absent).

Sewer System Maintenance Report.

Consideration and possible action regarding maintenance and operational issues.

Bud Sabel, Maintenance Technician, submitted a verbal report that pump run times and metered flows are down considerably since the home inspection letter was distributed with the 2<sup>nd</sup> qt. user charge bills.

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.
  - a. Wehner easement. The District's legal counsel had the issue in process. It is unlikely that Attorney Sharpe will see this matter to completion.
2. Discuss changing legal counsel. Bill Gius will research another recommendation.

New Business:

1. Discuss changing District engineering firm. John Rickert will contact Grimmer & Associates. The District will obtain their records from Foth & Van Dyke.
2. Discuss Fond du Lac Sanitary District No. 2's true-up bill for operation and maintenance expenses from 2003-2005. FdL#2 recently submitted a bill for \$17,672.45 to Taycheedah Sanitary District #1 for reimbursement of a portion of total operation and maintenance expenses incurred during 2003, 2004 and 2005. They estimated a conservative 10% of maintenance costs attributable to the former lift station. FdL#2 has yet to submit for O&M reimbursement for 2006-2009. It was noted that the Agreement between FdL#2 and TSD#1 calls for quarterly billing for O&M reimbursement. Bill Gius moved to request a copy of all documents regarding the matter, seconded by John Rickert. Motion carried (2-0-1 absent). Karen Schwengels will provide the copies.

TSD#1 and FdL#2 will televise all of Winnebago Drive after the street reconstruction project is complete. The televising cost and costs attributable to manhole height adjustments needed for the project will be cost-shared to all parties.
3. Approval of bills. Bill Gius motioned to approve the bills (order nos. 71-81) totaling \$4,755.12, and to authorized the following:
  - Transfer of \$4,650.00 from the Operations/User Charge Account to the regular checking account,
  - Transfer \$22,815.35 from the Operations/User Charge Account to the Debt Service Account, and
  - Transfer \$1,180.11 from the Operation/User Charge Account to the Reserve for Replacement Account.

The motion was seconded by John Rickert. Motion carried (2-0-1 absent).
4. Discuss investments. The District's Debt Reserve CD matured earlier this year. Commission had taken action to reinvest the funds in a CD at Bank Mutual. However, the balance of the funds exceeded the maximum allowed for investment. National Exchange and Bank Mutual's rates are not favorable at this time. Other institutions will be contacted for their rate information.

Public Comment. None was presented.

August 18, 2010

Taycheedah Sanitary District No. 3  
Monthly Meeting

2.

Adjournment. President Gius declared the meeting adjourned at 5:39 p.m..

Attest: Brenda A. Schneider  
Brenda A. Schneider  
District Recording Secretary

The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Wednesday, September 22<sup>nd</sup>, 2010, at 4:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting their September monthly meeting. Members present: President Bill Gius and Commissioner John Rickert; and Recording Secretary Brenda Schneider. Absent: Commissioner Mike Sabel. Also present were Karen Schwengels, Taycheedah Sanitary District No. 1 Commissioner and representatives of Grimmer & Associates.

Call to order. President Gius called the meeting to order at 4:09 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of minutes. John Rickert moved to approve the minutes of the 8/18/10 meeting, seconded by Bill Gius. Motion carried (2-0-1 absent).

Presentation.

Gremmer & Associates will present information pertaining to their engineering/inspection services.

Tom Lanser, President; Jeffrey Chvasta, PE; and Keith Lueck, representing Gremmer & Associates, were in attendance.

- Gremmer has an office in Fond du Lac and in Stevens Point.
- The company is owned by four engineers.
- They do not have a marketing staff; which reduces their overhead. Thus offering a cost-effective and economical option for potential clients.
- They are capable of providing survey, design and construction inspection services.
- They have experience in the transportation and municipal fields.
- They have done work for the City of Fond du Lac, City of Ripon, Empire Sanitary District and Town of Fond du Lac.
- Their prime focus is sewer construction; however, they would subcontract for lift station inspection due to limited expertise.
- They have a standard fee structure. Each project is handled by the most responsible and appropriate staff member at the most cost-effective rate.
- Estimates can be given on a task-to-task basis with a defined scope of work.
- Development reviews are usually on a time and materials basis.
- They are willing to "donate" time to get up-to-speed during the wintertime.

Presentation.

Kathy Diederich, Schenck Business Solutions, will present a financial review of the District.

Ms. Diederich projects a need to increase the user charge rate in order to cover operation costs and debt payments; primarily due to the debt payment for the upgrade to the wastewater treatment plant.

The Commission would prefer to have a formal review of the District's financial position in lieu of an audit. Kathy has attempted to make contact with the District's lender to verify that a review would be acceptable.

Kathy would like to expand the District's chart of accounts and do more detailed strategic planning.

Sewer System Maintenance Report.

Consideration and possible action regarding maintenance and operational issues.

The grinder pump at Everson's was pulled. The pump was tested. The pump was operating at very low pressure/volume. Another pump was installed. Bud Sabel, Maintenance Technician, took the old pump to WW Electric for analysis. It was noted that the pump ran for an excessive number of hours.

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.
  - a. Wehner easement. The District's legal counsel had the issue in process. Attorney Sharpe will no longer be able to see this matter to completion.



2. Discuss changing legal counsel. Bill Gius will research another recommendation.
3. Discuss changing engineering firms. The Commission met with Gremmer & Associates. JE Arthur will be asked to give presentation at the next meeting.

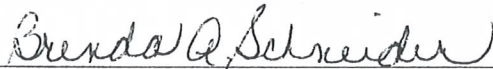
New Business:

1. Consideration and possible amendment of the District's Sewer Use Ordinance to establish a fee for the processing of checks returned due to insufficient funds. Bill Gius motioned to amend Section 6.3, Billing Rule, of the District's Sewer Use Ordinance, by establishing a \$50.00 charge for accounts paid with a check returned to the District due to insufficient funds, seconded by John Rickert. Motion carried (2-0-1 absent).
2. Discuss Fond du Lac Sanitary District No. 2's true-up bill for operation and maintenance expenses from 2003-2005. Nothing further to discuss at this time.
3. Approval of bills. Bill Gius motioned to approve the bills (order nos. 82-86) totaling \$860.71, and to authorized the following:
  - Transfer of \$850.00 from the Operations/User Charge Account to the regular checking account,
  - Transfer \$18,952.61 from the Operations/User Charge Account to the Debt Service Account, and
  - Transfer \$980.31 from the Operation/User Charge Account to the Reserve for Replacement Account.The motion was seconded by John Rickert. Motion carried (2-0-1 absent).
4. Discuss investments. Currently, the Bank of Fond du Lac is offering the most attractive rates on CD investments. Their rate are 1.65% for 12 months and 2.1% for 24 months. Some banks are offering government bonds that have averaged more than 4%. Bill Gius motioned to further investigate bond investment and the level of risk with a review by Schenck, seconded by John Rickert. Motion carried (2-0-1 absent).

Public Comment. None was presented.

Adjournment. President Gius motioned to adjourn the meeting adjourned at 5:08 p.m., seconded by John Rickert. Motion carried (2-0-1 absent).

Attest:



Brenda A. Schneider  
District Recording Secretary

October 13<sup>th</sup>, 2010

Taycheedah Sanitary District No. 3  
Special Business Meeting

1.

The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Wednesday, October 13<sup>th</sup>, 2010, at 4:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting a Special Business Meeting. Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel; and Recording Secretary Brenda Schneider. Also present was Kathy Diederich, Schenck Business Solutions.

1. Call to order. President Gius called the meeting to order at 4:07 p.m.
2. Consideration and possible action to increase the quarterly user charge. Mike Sabel moved to increase the quarterly user charge by \$5.00, to be effective with the 2010 fourth quarter billing, seconded by John Rickert. Motion carried (3-0).

Mike Sabel departed due to a First Responders call.

Kathy Diederich reviewed the District's financial projections.

3. Discuss information to be distributed with the quarterly bills. President Gius drafted a newsletter.
4. Adjournment of the special meeting. Bill Gius moved to adjourn the meeting at 4:50 p.m., seconded by John Rickert. Motion carried (2-0-1 absent).

Attest: Brenda A. Schneider  
Brenda A. Schneider  
District Recording Secretary

The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Wednesday, October 20<sup>th</sup>, 2010, at 4:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting their October monthly meeting. Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel; and Recording Secretary Brenda Schneider. Also present was Eric Otte, representing J.E. Arthur & Associates.

Call to order. President Gius called the meeting to order at 4:09 p.m.

Pledge of Allegiance. The Commission dispensed with the Pledge of Allegiance.

Approval of minutes. Mike Sabel moved to approve the minutes of the 9/22/10 and 10/13/10 meetings, seconded by John Rickert. Motion carried (3-0).

Presentation.

JE Arthur & Associates will present information pertaining to their engineering/inspection services.

Eric Otte, President, JE Arthur & Associates, was in attendance.

- Arthur is a local company.
- They have experience in sanitary sewer engineering, survey, design and inspection services.
- They do inspection work for the City of Fond du Lac and other nearby municipalities.
- They are currently working with the Village of Eden on a redesign of their aging system.
- They have a staff of five.
- Their overhead is lower; which results in lower rates.
- Their services are usually on a time and materials basis.

Sewer System Maintenance Report.

Consideration and possible action regarding maintenance and operational issues.

The wet well cover on the Cty. QQ lift station has become bent due to traffic. The County Highway Dept. recently installed a marker. Also, the dialing system in the station has not been calling out. The system's programming will be checked.

Home inspections will begin soon.

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.
  - a. Wehner easement. The District's legal counsel had the issue in process. Attorney Sharpe will no longer be able to see this matter to completion.
2. Discuss changing legal counsel. Bill Gius made contact with an attorney from Ripon. The attorney will give a presentation in the near future.
3. Discuss changing engineering firms. The Commission has met with representatives of Gremmer & Associates and JE Arthur & Associates. Both firms will be asked for their rate schedules.

New Business:

1. Consideration and possible action to levy a tax against all real and personal property in the District. Information pertaining to State-assessed manufacturing property has yet to be released by the Wisconsin Department of Revenue. Action will be taken at a future meeting.
2. Approval of bills. Bill Gius moved to approve the bills (order nos. 87-95) totaling \$4,399.51 as presented, and to authorize the following:
  - Transfer \$4,450.00 from the Operations/User Charge Account to the regular checking account. The motion was seconded by John Rickert. Motion carried (3-0).
3. Discuss investments. Bill Gius motioned to invest \$207,229.15 in a 12 month CD for a rate of 1.65% at Bank of Fond du Lac, seconded by John Rickert. Motion carried (3-0).
4. Discuss Fond du Lac Sanitary District No. 2's true-up bill for operation and maintenance expenses from 2003-2005. Nothing further to discuss at this time.



October 20<sup>th</sup>, 2010

Taycheedah Sanitary District No. 3  
Monthly Meeting

2.

5. Discuss shared sewer capacity. The District purchased 200 RUEs of capacity in the treatment plant in 2009. The District has yet to purchase equivalent capacity in the shared sewer. Staff will obtain information regarding the cost of the capacity.

Public Comment. None was presented.

Adjournment. Mike Sabel motioned to adjourn the meeting adjourned at 5:17 p.m., seconded by John Rickert. Motion carried (3-0).

Attest:

Brenda A. Schneider  
Brenda A. Schneider  
District Recording Secretary

October 28<sup>th</sup>, 2010

Taycheedah Sanitary District No. 3  
Special Business Meeting

1.

The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Thursday, October 28<sup>th</sup>, 2010, at 4:30 p.m., at the Taycheedah Town Hall. Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel; and Recording Secretary Brenda Schneider.

Call to order. President Gius called the meeting to order at 4:36 p.m.

Discuss coordination of home inspections. Bill Gius moved to appoint Bud Sabel and John Rickert as inspectors to execute the home inspections at their standard rates of pay (Bud-\$15 per hour/Commissioner-\$10 per hour), seconded by Mike Sabel. Motion carried (2-0-1). John Rickert abstained. Bill Gius or Mike Sabel will fill in if needed.

Adjournment of the Special Meeting. Bill Gius moved to adjourn at 4:39 p.m., seconded by John Rickert. Motion carried (3-0).

Attest: Brenda A. Schneider  
Brenda A. Schneider  
District Recording Secretary

October 28<sup>th</sup>, 2010

Calumet Sanitary District  
Fond du Lac Sanitary District No. 2  
Johnsburg Sanitary District  
Taycheedah Sanitary District No. 1  
Taycheedah Sanitary District No. 3  
Taycheedah Town Board

1.

The Commissions of the Calumet Sanitary District, Fond du Lac Sanitary District No. 2, Johnsburg Sanitary District, Taycheedah Sanitary District No. 1, Taycheedah Sanitary District No. 3 and the Taycheedah Town Board met on Thursday, October 28<sup>th</sup>, 2010, at 5:00 p.m., at the Taycheedah Town Hall.

Members present were:

**Calumet Sanitary District (CSD):** President Dick Wehner and Commissioners Alice Lemke and Dave Burg.

**Fond du Lac Sanitary District No. 2 (FdL#2):** Absent were: President Brian Balson and Commissioners Bob Giese and Tom Beltz.

**Johnsburg Sanitary District (JSD):** President Franz Schmitz and Commissioners Ken Schneider and Dennis Lefeber.

**Taycheedah Town Board:** Absent were Chairman Jerry Guelig and Supervisors Tim Simon, Jim Rosenthal, Clarence Kraus, and Mike Wirtz.

**Taycheedah Sanitary District No. 1 (TSD#1):** President Dennis Thome and Commissioners Karen Schwengels and Mike Nett.

**Taycheedah Sanitary District No. 3 (TSD#3):** President Bill Gius and Commissioner John Rickert. Absent: Commissioner Mike Sabel.

**Also present:** Kathy Diederich, Taycheedah Town Treasurer; and Brenda Schneider, Taycheedah Town Clerk and Recording Secretary for Johnsburg Sanitary District and Taycheedah Sanitary District No. 3.

The meeting was called to order at 5:08 p.m.

**Approval of minutes of the last meeting:**

Franz Schmitz motioned to accept the minutes of the July 22<sup>nd</sup>, 2010 meeting, with a clarification that City employee who read the meters works for the City's wastewater collection system, seconded by Dick Wehner. Motion carried unanimously by voice vote.

**Winnebago Drive project.**

Karen Schwengels has been monitoring the project. She gave the following status report:

- Winnebago Drive should be open by the weekend.
- Ron Cunzenheim has been in contact with the DOT regarding televising. TSD#1 hopes to have it done by 11/10/10. Great Lakes will do the work as soon as they can relocate.
- Manholes have been adjusted and checked. The DOT will bill TSD#1 within 6-12 months for manhole adjustments.
- Drainage issues with the ditch by the lift station have been resolved.
- The curbing was cut for separate access to the lift station.
- The only issue not yet resolved is the location of Alliant's power poles over the sewer main. TSD#1 intends to pursue the matter after the project is completed.
- Ms. Schwengels commended Ron Cunzenheim for his work on behalf of the districts and the workers/contractors who worked diligently to protect the sewer system.

**Shared sewer repair issues:**

TSD#1 has noticed manhole deterioration from Johnsburg Road to Fisherman's Road. The affected area is 4-6 feet at the bottom. It was probably caused by Hydrogen sulfite gas created in the force main. The manholes may need lining in the future. TSD#1 will continue to monitor the manholes.



**Sewer User Ordinance Compatibility.**

It was suggested that the districts design an ordinance that would be compatible and consistent from Calumet to TSD#1, and possibly beyond. The ordinance would address uniform home/sump pump inspections, uniform televising schedules and uniform maintenance plans. The City also created some new ordinance requirements that could be incorporated.

All the districts' ordinances have been posted on the Town of Taycheedah website.

Karen Schwengels moved to form a sub-committee comprised of the president of each district for the purpose of comparing ordinances and to report their findings to the group, seconded by John Rickert. Motion carried by voice vote.

**Conducting and Reporting Home Inspections.**

The City of Fond du Lac inspected homes 15 years ago. They are now in the process of re-inspecting them.

Calumet inspected their entire district about two years ago.

TSD#3 and Johnsburg expect to start their inspections this year. Both parties are planning to inspect 20% of the homes per year.

The group discussed who performs the inspections and their rate of compensation. They also discussed enforcement.

**System Maintenance Plans.**

Uniform maintenance plans have been shared with all districts. Most of the districts have adopted the plans.

TSD#1 plans to compile running logs for each manhole, lift station and generator.

**Televising Goals/Joint Bidding Efforts.**

The districts discussed creating a joint bidding effort. TSD#1 plans to televise 8,000 feet of sewer, TSD#3 may do some televising and CSD plans to line more manholes.

**Operations & Maintenance Agreements.****Quarterly billings:**

TSD#3 disputed some of the components of the 3<sup>rd</sup> and 4<sup>th</sup> quarter, 2009, and the 1<sup>st</sup> quarter, 2010, bills. TSD#1 removed some of the objected charges and the bills were adjusted accordingly.

The 2<sup>nd</sup> quarter 2010 bills will be compiled and dispersed to all of the district for review in late November/December. Feedback needs to be directed to TSD#1. Kathy Diederich will then finalize the bills.

Beginning with the January, 2011, joint meeting, quarterly, O&M bills will be reviewed by the group. Objections will need to be raised during the meeting. After review by the group, Kathy Diederich will finalize and disperse the bills.

Town of Fond du Lac Sanitary District #2's monetary adjustment for operation and maintenance expenses from 2003-2005.

FDL#2 submitted to TSD#1 \$17,672.45 in O&M bills for the period of 2003-2005, pursuant to their agreement. TSD#1 met with FDL#2. They agreed to pay \$10,000 this year and the balance in 2011. TSD#1 reported that several issues caused the extreme delay in billing.

OSG Executive Committee report.

Providing internet access to telemetry reports was approved by the membership at the semi-annual meeting.

Recent changes to phosphorus discharge limits.

State officials adopted sweeping regulations on June 23<sup>rd</sup> that are expected to control phosphorus pollution. The change in regulations will force additional modifications to the City of Fond du Lac Wastewater Treatment Plant. The financial impact to the districts is unknown at this time.

The group is awaiting information regarding the level of phosphorus in the wastewater from our districts.

Public comment:

It was explained that Sig Tomkalski resigned from his position with TSD#1. The Town Board appointed Mike Nett to fulfill Mr. Tomkalski's term of office.

Schedule the next meetings.

Thursday, Jan. 27 <sup>th</sup> , 2011	TSD#1 will provide refreshments
Thursday, April 28 <sup>th</sup> , 2011	CSD will provide refreshments
Thursday, July 28 <sup>th</sup> , 2011	JSD will provide refreshments
Thursday, Oct. 27 <sup>th</sup> , 2011	TSD#3 will provide refreshments
Thursday, Jan. 26 <sup>th</sup> , 2012	Taycheedah will provide refreshments
Thursday, April 26 <sup>th</sup> , 2012	TSD#1 will provide refreshments
Thursday, July 26 <sup>th</sup> , 2012	CSD will provide refreshments
Thursday, Oct. 25 <sup>th</sup> , 2012	JSD will provide refreshments

Adjournment:

Dick Wehner motioned to adjourn at 6:40 p.m., seconded by Bill Gius. Motion carried unanimously by voice vote.

Attest: Brenda A. Schneider  
Brenda A. Schneider  
Town of Taycheedah Clerk

The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Thursday, December 2<sup>nd</sup>, 2010, at 4:00 p.m., at the Taycheedah Town Hall, for the purpose of conducting their November monthly meeting. Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel; and Recording Secretary Brenda Schneider.

Call to order. President Gius called the meeting to order at 4:07 p.m.

Pledge of Allegiance. The Commission dispensed with the Pledge of Allegiance.

Approval of minutes. Bill Gius moved to approve the minutes of the 10/20/10 and 10/28/10 meetings, seconded by John Rickert. Motion carried (3-0).

Sewer System Maintenance Report.

Consideration and possible action regarding maintenance and operational issues.

John Rickert and Bud Sabel have begun home inspections. To date, 16 structures have been inspected with four of them with violations. The owners were given 30 days to correct violations.

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.
  - a. Wehner easement. The District's legal counsel had the issue in process. Attorney Sharpe will no longer be able to see this matter to completion.
2. Discuss changing legal counsel. Bill Gius motioned to retain Ludwig Wurtz as the District's legal counsel, seconded by John Rickert. Motion carried (3-0).
3. Discuss changing engineering firms. President Gius is in the process of contacting references provided by Gremmer & Associates and JE Arthur & Associates. Rate schedules have been received from both firms.
4. Discuss Fond du Lac Sanitary District No. 2's true-up bill for operation and maintenance expenses from 2003-2005. Nothing further to discuss at this time.
5. Discuss shared sewer capacity. Nothing further to discuss at this time.

New Business:

1. Consideration and possible action to levy a tax against all real and personal property in the District. Bill Gius motioned to levy \$225,323.36 (\$1.425 per \$1,000 of assessed value) against all real and personal property within the District, seconded by Mike Sabel. Motion carried (3-0).
2. Approval of bills. Bill Gius moved to approve the bills (order nos. 96-107) totaling \$13,950.11 as presented, and to authorize the following:
  - Transfer \$13,050.00 from the Operations/User Charge Account to the regular checking account,
  - Transfer \$134.57 from the Inspection Account to the regular checking account,
  - Transfer \$12,137.31 from the User Charge Account to the Debt Service Account, and
  - Transfer \$627.79 from the User Charge Account to the Reserve for Replacement Account.The motion was seconded by John Rickert. Motion carried (3-0).

Public Comment. None was presented.

Adjournment. Bill Gius motioned to adjourn the meeting at 4:43 p.m., seconded by John Rickert. Motion carried (3-0).

Attest:



Brenda A. Schneider  
District Recording Secretary



The Taycheedah Sanitary District No. 3-St. Peter Area Commission met on Thursday, December 16<sup>th</sup>, 2010, at 4:00 p.m., at Tommy J's, W2663 County Road W, Johnsburg, for the purpose of conducting their December monthly meeting. Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel; and Recording Secretary Brenda Schneider. Also present were Bud Sabel, Maintenance Technician; and Karen Schwengels, Taycheedah Sanitary District #1 Commissioner.

Call to order. President Gius called the meeting to order at 4:13 p.m.

Pledge of Allegiance. The Commission dispensed with the Pledge of Allegiance.

Approval of minutes. John Rickert moved to approve the minutes of the 12/2/10 meeting, seconded by Bill Gius. Motion carried (3-0).

Sewer System Maintenance Report.

Consideration and possible action regarding maintenance and operational issues.

Flows have again stabilized.

The Evenson grinder pump is at WW Electric. They can't seem to find anything wrong with it. Bud noted that pump run time has decreased since the replacement pump was installed.

The Cty. QQ lift station dialing system isn't calling out. Bud is investigating the problem.

John Rickert and Bud Sabel have begun home inspections. To date, 16 structures have been inspected; four of them with violations. The owners were given 30 days to correct violations.

Unfinished Business:

1. Discuss completing remaining issues that pertain to the construction of the sewer collection system.
  - a. Wehner easement. The District's legal counsel had the issue in process. Attorney Sharpe will no longer be able to see this matter to completion.
2. Discuss changing engineering firms. President Gius has contacted many of the references provided by Gremmer & Associates and JE Arthur & Associates. Rate schedules have been received from both firms. Based upon his interviews, President Gius recommends retaining Gremmer & Associates. Bill Gius moved to assign Gremmer as the engineer of record for the District, seconded by John Rickert. Motion carried (2-1). Nay-Mike Sabel.
3. Discuss shared sewer capacity. Discussion on the topic was postponed for more information.

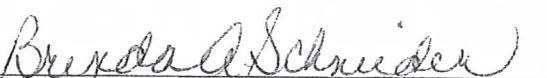
New Business:

1. Consideration and possible approval of a Letter of Understanding with Schenck Business Solutions. The District's lender continues to require an annual audit. Bill Gius motioned to approve the Letter of Understanding for the 2009 audit, seconded by John Rickert. Motion carried (3-0).
2. Approval of bills. Bill Gius moved to approve the bills (order nos. 108-114) totaling \$18,102.37 as presented, and to authorize the following:
  - Transfer \$18,100.00 from the Operations/User Charge Account to the regular checking account,
  - Transfer \$31,411.44 from the User Charge Account to the Debt Service Account, and
  - Transfer \$1,624.73 from the User Charge Account to the Reserve for Replacement Account.The motion was seconded by John Rickert. Motion carried (3-0).

Public Comment. For information purposes, Karen Schwengels distributed a copy of a draft updated agreement between Taycheedah Sanitary District No. 1 and Town of Fond du Lac Sanitary District No. 2.

Adjournment. Mike Sabel motioned to adjourn the meeting at 4:36 p.m., seconded by John Rickert. Motion carried (3-0).

Attest:

  
Brenda A. Schneider  
District Recording Secretary