

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
JANUARY 7, 2016
3:45 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius, Commissioners John Rickert and Mike Sabel, and Recording Secretary Brenda Schneider.

1. Call to order. Commissioner Sabel called the meeting to order at 3:55 p.m.
2. Consideration and possible extension of the contract for the Ledge Road Sanitary Sewer Flow Monitoring Station Improvements. The contract requires completion of the project on or before December 15. Liquidated damages, per the contract, are \$500.00 per day.

On December 14th, the Commission took formal action to extend the contract completion date to January 9th and to not invoke liquidated damages.

President Gius arrived at 3:57 p.m.

The Primex Control Box was ordered on 10/23/15, the same day Helmer signed the contract. The item has been received and installed. The City now needs to coordinate the telemetry; which won't be done by January 9th. There is also some training involved. This training will not be completed by January 9th.

Motion by Mike Sabel, second by John Rickert, to extend the contract completion date to January 20th, and to not invoke liquidated damages. Motion carried (3-0).

3. Consideration and possible action to invoke liquidated damages, per the contract. See Item 2.
4. Adjournment. Motion by John Rickert, second by Mike Sabel, to adjourn the meeting at 4:01 p.m. Motion carried (3-0).

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

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
JANUARY 20, 2016
4:00 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel. Also present were Recording Secretary Brenda Schneider and Mike Immel.

Call to order. Commissioner Mike Sabel called the meeting to order at 4:05 p.m.

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

Approval of minutes. Motion by Bill Gius, second by John Rickert, to approve the minutes of the December 14th Special Meeting, the December 16th Monthly Meeting and the January 7th Special Meeting, as distributed. Motion carried (3-0).

Approval of bills. Motion by Bill Gius, second by John Rickert, to approve the bills (order #1-10), totaling \$41,932.34, noting the inclusion of payment for 95% of the bid for the Ledge Road meter station. Motion carried (3-0).

Motion by Bill Gius, second by John Rickert, to authorize the following:

- Transfer \$5,400.00 from the Operations/User Charge Account to the regular checking account,
- Transfer \$51.14 from the Operations/User Charge Account to the Reserve for Replacement Account, and
- Transfer \$33,624.74 from the GO Note M/M Account to the Regular Checking Account (total expenses to date for the Ledge Road meter station).

Motion carried (3-0).

Presentation

Mike Immel, Rural Mutual Insurance Company, review the District's insurance coverage. The Ledge Road meter station will be added to the list of covered infrastructure.

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.

- a. Run time/flow reports. December's pump run time reports for all lift stations were distributed.
- b. Grinder pump and lift station pump issues. The former Fife home has been demolished. The pump will be pulled when the weather is conducive for the work. The service has been properly capped.
A component of the Missions communication system has gone down at the Cty WH lift station. A replacement part is currently in route. Hal Henderson will install the part once received.
- c. Televising and cleaning project. The OSG is planning a group bid solicitation for cleaning and televising. The consensus of the Commission was to have two miles of sewer main cleaned and televised. The areas selected for the work are Cty QQ from manhole #91A north to the end, Evergreen Court from Cty QQ around the circle, and Church Road. The information will be provided to Eric Otte, OSG Engineer.
- d. Manhole inspection project. Nothing to report at this time.
- e. Other maintenance and operational issues. Nothing to report at this time.

2. Residential Inspection Plan. The Inspection Team have been unsuccessful in re-inspecting five homes on Church Road; and, there are three prior year violations still outstanding. A reminder letter was mailed to the three homeowners with outstanding violations. Inspector Rickert has yet to receive a response as directed by the letter. A final attempt letter will be sent, possibly by the attorney. A letter also needs to be sent to the five homeowners on Church Road as soon as possible. President Gius will check into a Sheriff's Department escort.

Unfinished Business:

1. Discuss the Agreement for the Allocation of Costs and Transportation of Wastewater Between Sanitary District No. 1 of the Town of Taycheedah and the Town of Taycheedah Sanitary District No. 3. The Presidents of Taycheedah Sanitary District #3, Johnsburg Sanitary District and Calumet Sanitary District met on December 17th to discuss the Agreement. They have another meeting scheduled for January 21st.

New Business:

1. Report on Ledge Road meter station. The installation is complete; however, the City has yet to have their consultant finish programming the telemetry. The system reportedly is collecting and storing data. It is unknown when the programming work will be completed.

Motion by Mike Sabel, second by Bill Gius, to extend the contract completion date to February 17th and to not invoke liquidated damages. Motion carried (3-0).

Next meeting date. The next meeting will be held on February 17th, at 4:00, at the Taycheedah Town Hall.

Public Comment. None.

Adjournment. Motion by Mike Sabel, second by John Rickert, to adjourn the meeting at 4:38 p.m. Motion carried (3-0).

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

**CALUMET SANITARY DISTRICT
FOND DU LAC SANITARY DISTRICT NO. 2
JOHNSBURG SANITARY DISTRICT
TAYCHEEDAH SANITARY DISTRICT NO. 1
TAYCHEEDAH SANITARY DISTRICT NO. 3
JOINT QUARTERLY BUSINESS MEETING
JANUARY 21ST, 2016
5:00 P.M.
TAYCHEEDAH TOWN HALL**

ROLL CALL OF MEMBERS PRESENT:

Calumet Sanitary District (CSD): President Dick Wehner and Commissioners Dave Burg and Gary Watry.
Fond du Lac Sanitary District No. 2 (FdL#2): Excused: Commissioner Bob Giese. Absent: President Brian Balson and Commissioner Tom Beltz.
Johnsburg Sanitary District (JSD): President Franz Schmitz and Commissioners Dennis Lefebvre and Ken Schneider.
Taycheedah Sanitary District No. 1 (TSD#1): President Mike Nett. Absent: Commissioners Jim Voight and Dan Weber.
Taycheedah Sanitary District No. 3: President Bill Gius and Commissioner John Rickert. Absent: Commissioner Mike Sabel.

Also present: Brenda Schneider, Town of Taycheedah Clerk and Recording Secretary for Johnsburg Sanitary District and Taycheedah Sanitary District No. 3.

The meeting was called to order at 5:04 p.m.

APPROVAL OF MINUTES OF THE LAST MEETING

Motion by Dennis Lefebvre, second by John Rickert, to approve the minutes of the October 22nd, 2015 meeting with correction to the next meeting date. Motion carried unanimously by voice vote.

SHARED SEWER REPAIR ISSUES

TSD#1 reported that there have been no issues during the most recent quarter; however, there was an issue with a recent seal failure in a pump at the Gladstone lift station.

PREVENTATIVE MAINTENANCE

The OSG is in the process of polling districts for participation in a joint bid solicitation for televising. JSD and TSD#3 have submitted their input. TSD#1 will decide during their meeting next week. CSD will not participate due to the fact that they televised their entire system over the past two years.

OSG EXECUTIVE COMMITTEE REPORT

Attorney John St. Peter is in the process of drafting a utility permit ordinance. The ordinance will need to be adopted by the towns due to the fact that sanitary districts lack the authority to do so.

The goat farm in CSD will be metered and the waste will be tested.

The City is planning to use an automatic chemical feed system for the purpose of removing ammonia. The intent is to reduce the phosphorus level in the plant's discharge. The projected cost of the system is significantly lower than initially expected.

Issues continue with the flow reporting in the OSG website. A consultant is working on revising the method of inputting the data.

TSD#3 will receive a bill from the City for the telemetry programming of the Ledge Road meter station. An independent consultant will do the work. The City is coordinating the timing of several projects so that the consultant doesn't need to make multiple trips.

The letters sent to Senator Glenn Grothman were helpful. The Districts were asked communicate their objection to proposed legislation that would impact the cost of operating the treatment plant.

CSD and the Town of Calumet have approved the amendment to the 2000 Wastewater Agreement between the City of Fond du Lac and the Outlying Sewer Group.

STATUS OF THE AMENDMENT TO THE FOND DU LAC SEWER SERVICE AREA

East Central Wisconsin Regional Planning Commission remains in suspension with its' work pertaining to the amendment of the Sewer Service Area attributed to the City of Fond du Lac Wastewater Treatment Plant due to the ongoing re-negotiation of the Boundary Agreement between the City and the surrounding towns. The Agreement is likely to impact sewer service area planning.

OPERATIONS & MAINTENANCE AGREEMENTS

Discuss amendments to the Agreements

TSD#1 has distributed redline/strikeout versions of the draft revised Agreements. Their goal is to have consistency amongst the three districts using the system and to use metered flows at the three lift station for O&M billings. The presidents of the three impacted districts have met. They anticipate more meetings in the near future.

Review Quarterly billings

2015-4th qt. O&M bills will be reviewed on 1/28/16.

ADJOURNMENT

Motion by Franz Schmitz, second by Bill Gius, to adjourn at 5:38 p.m. Motion carried unanimously by voice vote.

SCHEDULE THE NEXT MEETINGS

Thursday, Jan. 21 st , 2016	CSD will provide refreshments
Thursday, Jan. 28 th , 2016	pot luck
Thursday, April 28 th , 2016	JSD will provide refreshments
Thursday, July 28 th , 2016	TSD#3 will provide refreshments
Thursday, October 27 th , 2016	TSD#1 will provide refreshments

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

**CALUMET SANITARY DISTRICT
FOND DU LAC SANITARY DISTRICT NO. 2
JOHNSBURG SANITARY DISTRICT
TAYCHEEDAH SANITARY DISTRICT NO. 1
TAYCHEEDAH SANITARY DISTRICT NO. 3
JOINT QUARTERLY BUSINESS MEETING
JANUARY 28th, 2016
5:00 P.M.
TAYCHEEDAH TOWN HALL**

ROLL CALL OF MEMBERS PRESENT:

Calumet Sanitary District (CSD): President Dick Wehner and Commissioner Gary Watry. Absent: Commissioner Dave Burg

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

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

Taycheedah Sanitary District No. 1 (TSD#1): President Mike Nett. Absent: Commissioners Jim Voight and Dan Weber.

Taycheedah Sanitary District No. 3: Commissioner John Rickert. Excused: President Bill Gius. Absent: Commissioner Mike Sabel.

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

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

SHARED SEWER REPAIR ISSUES

Nothing to report.

OPERATIONS & MAINTENANCE AGREEMENTS

Discuss amendments to the Agreements

TSD#1 has distributed redline/strikeout versions of the draft revised Agreements. Their goals are to have consistency amongst the three districts using the system and to use metered flows at the three lift station for O&M billings. Ron Cunzenheim and Kathy Diederich collaborated in the development of the proposed Agreement. TSD#1 offered a review by Eric Otte. Another possible conflict was mentioned in that Otte has been the staff engineer for CSD for many years. CSD will speak to Otte regarding the impact to their current Agreement.

The presidents of the three impacted districts have met a couple of times to discuss the Agreement. The presidents are awaiting a report illustrating the difference in billing methods. The presidents also had very preliminary discussion regarding the text of the document. More meetings are anticipated in the future.

Review Quarterly billings

2015-4th qt. O&M bills planned to be included in the cost-share:

- | | | | |
|-------------------------------------------------------|-------------------------|-----------------------|------------|
| • Work logs of the maintenance employee was reviewed. | | | |
| • DE Thome Electrical | Gladstone | Install push button | \$179.20 |
| • Energenecs | Brookhaven or Winnebago | generator maintenance | \$343.01 |
| • Total Energy | Brookhaven | generator repair | \$1,157.41 |

Town of Fond du Lac SD#2 submitted documentation, interpreted to be a request for reimbursement, for expenses related to the adjustment of manholes done by the DOT's contractor during the re-construction of Winnebago Drive.

The State billed FDL#2 \$30,783.99 for the work. FDL#2 offset their payment to the State equivalent to the cost of cleaning and televising the project area. The State has yet to contact FDL#2 regarding the underpayment.

The cost-share of the expense, based upon capacity owned as determined by Ron Cunzenheim in October of 2015, is as follows:

- CSD \$5,964.47
- JSD \$1,234.24
- TSD#3 \$9,346.64
- TSD#1 \$8,978.16
- Taycheedah \$1,545.79
- FDL#2 \$3,714.69

FDL#2 acknowledges the inability to collect the Town's portion until such time as a district purchases the capacity currently held by the Town.

The Commissions requested a copy of the State's bill and the televising bill.

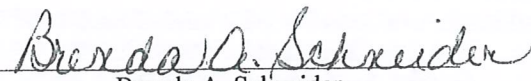
ADJOURNMENT

The meeting was declared adjourned at 5:53 p.m.

SCHEDULE THE NEXT MEETINGS

Thursday, April 28 th , 2016	JSD will provide refreshments
Thursday, July 28 th , 2016	TSD#3 will provide refreshments
Thursday, October 27 th , 2016	TSD#1 will provide refreshments
Thursday, January 26 th , 2017	CSD will provide refreshments

Attest:


Brenda A. Schneider
Town of Taycheedah Clerk

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
FEBRUARY 17, 2016
4:00 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius and Commissioner John Rickert. Excused: Commissioner Mike Sabel. Also present was 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 Pledge of Allegiance.

Approval of minutes. Motion by Bill Gius, second by John Rickert, to approve the minutes of the January 20th, 2016 meeting, as distributed. Motion carried (2-0).

Approval of bills. Motion by Bill Gius, second by John Rickert, to approve the bills (order #11-20), totaling \$29,057.06, and to authorize the following:

- Transfer \$31,000.00 from the Operations/User Charge Account to the regular checking account,
- Transfer \$134.57 from the Operations/Inspections Account to the regular checking account,
- Transfer \$261.20 from the GO Note M/M Account to the Regular Checking Account (expense for the Ledge Road meter station), and
- Transfer \$814.00 from the Debt Service Account to the Operations/User Charge Account (DeVries special assessment installment payment refunded).

Motion carried (2-0).

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.

- a. Run time/flow reports. January's pump run time reports for all lift stations were distributed.
- b. Grinder pump and lift station pump issues. The former Fife home has been demolished. The pump will be pulled when the weather is conducive for the work. The service has been properly capped.
- c. Televising and cleaning project. The OSG is orchestrating a group bid solicitation for cleaning and televising. The consensus of the Commission was to have two miles of sewer main cleaned and televised. The areas selected for the work are Cty QQ from manhole #91A north to the end, Evergreen Court from Cty QQ around the circle, and Church Road. The total distance was approximately 1.15 miles. The project area was expanded to include all of Silica Road bringing the total distance to 2.52 miles. The information has been provided to Eric Otte, OSG Engineer.
- d. Manhole inspection project. Nothing to report at this time.
- e. Other maintenance and operational issues. Nothing to report at this time.

2. Residential Inspection Plan.

- a. Church Road. Due to elevated flows, particularly during wet weather, Church Road has been televised twice over the past couple of years. All homes were inspected once. Flows continue to be erratic. An attempt was made to re-inspect all of the homes. The Inspection Team has been unable to re-inspect five of the homes. A letter will be sent to the five homeowners. The Sheriff's Dept will be contacted in regard to providing an escort.
- b. Re-inspection of structures under remediation orders. There are three structures with prior year remediation orders that have yet to be re-inspected. A reminder letter was sent in October, 2015. None of the three owners responded to the letter. The Sheriff's Dept will also be contacted in regard to providing an escort.
- c. 2016 planned inspection area. Only Edgewood Drive and Horizon Court need to be inspected in order to complete the five-year plan. The Inspection Team will determine where to begin the next 5-year cycle.

Unfinished Business:

1. Discuss the Agreement for the Allocation of Costs and Transportation of Wastewater Between Sanitary District No. 1 of the Town of Taycheedah and the Town of Taycheedah Sanitary District No. 3. The Presidents of Taycheedah Sanitary District #3, Johnsburg Sanitary District and Calumet Sanitary District met on December 17th and January 21st to discuss the Agreement. They attempted another meeting on January 28th.

The group requested a cost-share comparison illustrating the difference between the two methods of apportionment. The group is awaiting the report.

New Business:

1. Status on the Ledge Road meter station. The installation is complete; however, the City is in the final stages of programming the telemetry. The system reportedly is collecting and storing data.
Motion by John Rickert, second by Bill Gius, to extend the contract completion date to March 16th, to not invoke liquidated damages, and to initiate billing for treatment by the City of Fond du Lac beginning with the second quarter (the first bill to be received on or about July 1st). Motion carried (2-0).
2. Consideration and possible action regarding the reimbursement of costs related to grinder pump repairs. Repairs were needed at one location on at least two separate occasions due to prohibited materials introduced to the system. A bill for \$745.26 was sent to the owner in 2011, and another bill for \$1,620.08 was sent in 2015. Payment has yet to be received. Staff will research the Commission's authority to add the outstanding invoices to the property's tax bill.

Next meeting date. The next meeting will be held on March 16th, at 4:00, at the Taycheedah Town Hall.

Public Comment. None.

Adjournment. Motion by Bill Gius, second by John Rickert, to adjourn the meeting at 5:05 p.m. Motion carried (2-0).

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

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
MARCH 17, 2016
4:00 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel. Also present was Recording Secretary Brenda Schneider.

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

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

Approval of minutes. Motion by John Rickert, second by Mike Sabel, to approve the minutes of the February 17th, 2016 meeting, as distributed. Motion carried (3-0).

Approval of bills. Motion by Bill Gius, second by John Rickert, to approve the bills (order #21-29), totaling \$73,649.82, and to authorize the following:

- Transfer \$63,000.00 from the Operations/User Charge Account to the regular checking account,
- Transfer \$144.13 from the Operations/Inspections Account to the regular checking account, and
- Transfer \$9,500.00 from the Operations/Inspections Account to the regular checking account.

Motion carried (3-0).

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.

- a. Run time/flow reports. February's pump run time reports for all lift stations were distributed. The OSG recommends checking manhole chimney seals looking for proper installation and mineral deposits. The OSG also recognizes that infiltration 'sometimes just happens' no matter how hard one works to eliminate it.
- b. Grinder pump and lift station pump issues. The pump at the former Fife property has been re-located to the Adams property. A new starter and a new stop/start relay switch was installed in the Adams system. The pit was also cleaned.

The Church Road lift station continues to experience significantly increased run times. The pump specifications will be checked to determine if the new spare pump can be installed into the system while the existing pumps are evaluated.

- c. Televising and cleaning project. The OSG will soon solicit bids for cleaning and televising. The Commission decided to have the following areas cleaned and televised: Cty QQ from manhole #91A north to the end; Evergreen Court from Cty QQ around the circle; Church Road from manhole #273 south to the end; and Silica Road from CTH QQ to Hwy. 151. The total distance was approximately 2.52 miles.
- d. Manhole inspection project. The designated area for 2015 has been completed. Inspection of the manholes in the 2016 televising area will be inspected this year.
- e. Other maintenance and operational issues. President Gius reported the following matters from the OSG Executive Committee meeting: all amendments to the Agreement with the City in reference to cost-sharing major repairs have been received and submitted to the City; Attorney St. Peter has prepared and will distribute to the towns a draft Right-of-Way permit ordinance; meetings with the City are expected to begin in 2017 for the purpose of renegotiating the Wastewater Agreement; all meter station telemetry is working fine, however, the OSG website continues to experience flow reporting problems; and, the City has requested RUE information from the outlying districts. It was noted that City staff requested RUE information a few months ago. The districts were asked to submit the RUE information to Eric Otte, OSG Engineer.

The Commission discussed researching Speedy Clean as a possible vendor for the jetting and cleaning of wet wells, and the possible purchase of flashlights, gloves and mirrors for maintenance staff.

2. Residential Inspection Plan.

- a. Church Road. Due to elevated flows, particularly during wet weather, Church Road has been televised twice over the past couple of years. All homes were inspected once. Flows continue to be erratic. An attempt was made to re-inspect all of the homes. The Inspection Team has been to re-inspect all but five of the homes. A letter will be sent to the five homeowners. The Sheriff's Dept will be contacted in regard to providing an escort. The Team will re-visit the five homes during 2016.
- b. Re-inspection of structures under remediation orders. There are three structures with prior year remediation orders that have yet to be re-inspected. A reminder letter was sent in October, 2015. None of the three owners responded to the letter. The Sheriff's Dept will also be contacted in regard to providing an escort.
- c. 2016 planned inspection area. Only Edgewood Drive and Horizon Court need to be inspected in order to complete the five-year plan. The Inspection Team will determine where to begin the next 5-year cycle.

Unfinished Business:

1. Discuss the Agreement for the Allocation of Costs and Transportation of Wastewater Between Sanitary District No. 1 of the Town of Taycheedah and the Town of Taycheedah Sanitary District No. 3. The Presidents of Taycheedah Sanitary District #3, Johnsburg Sanitary District and Calumet Sanitary District met on December 17th and January 21st to discuss the Agreement. They attempted another meeting on January 28th.

The group requested a cost-share comparison illustrating the difference between the two methods of apportionment. The group is awaiting the report.

2. Status report on the Ledge Road meter station. The City is receiving data via the telemetry. The following matters are currently outstanding: a lock in the control panel handle; a lock on the wet well handles; grade restoration; and an extension of the ladder in the wet well. President Gius will contact the District's project engineer.
3. Consideration and possible action regarding the reimbursement of costs related to grinder pump repairs. Repairs were needed at one location on at least two separate occasions due to prohibited materials introduced to the system. A bill for \$745.26 was sent to the owner in 2011, and another bill for \$1,620.08 was sent in 2015. There has been no response from the owner. Staff will research the Commission's authority to add the outstanding invoices to the property's tax bill. The Home Inspection team may also inspect the grinder pump systems.

Commission discussed creating a contract addressing misuse of the system. This will also be researched as to the Commission's authority.

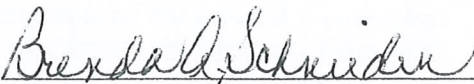
New Business:

1. Review and possible update of the maintenance schedules. The maintenance schedules will be reviewed and discussed during the next meeting.
2. Discuss access and use of the Missions reporting system. A City staff member has requested online access to the District's Missions reporting system. Motion by Mike Sabel, second by Bill Gius, to deny the request. Motion carried (3-0).

Next meeting date. The next meeting will be held on Thursday, April 21st, at the Taycheedah Town Hall. The monthly meetings will be conducted on Thursdays at least through July.

Public Comment. None.

Adjournment. Motion by Bill Gius, second by John Rickert, to adjourn the meeting at 5:23 p.m. Motion carried (3-0).

Attest: 
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
APRIL 18, 2016
5:00 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel. Also present was Recording Secretary Brenda Schneider.

Call to order. President Gius called the meeting to order at 5:04 p.m.

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

Approval of minutes. Motion by John Rickert, second by Bill Gius, to approve the minutes of the March 17th, 2016 meeting, as distributed. Motion carried (3-0).

Approval of bills. Motion by Mike Sabel, second by John Rickert, to approve the bills (order #30-41), totaling \$7,512.30, and to authorize the following:

- Transfer \$16,800.00 from the Operations/User Charge Account to the regular checking account,
- Transfer \$134.57 from the Operations/Inspections Account to the regular checking account, and
- Transfer \$100.00 from the Go Note MM Account to the regular checking account (Ledge Road),
- Transfer \$11,191.37 from the Debt Service Account to the User Charge Account (delinquent collections via tax bills),
- Transfer \$9,500.00 from the Regular Checking Account to the Inspections Account (reimburse advance), and
- Authorize the semi-annual debt service payment of \$167,300 (\$150,000 prin. + \$17,300 int.).

Motion carried (3-0).

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.

- a. Run time/flow reports. March's pump run time reports for all lift stations were distributed. Run times on Pump 2 at Church Road are noticeably higher than Pump 1 due to the fact that it has less pumping capacity and therefore needs to run longer. Mike Sabel reported that a new non-explosion proof pump is cheaper than rebuilding a old pump.
- b. Grinder pump and lift station pump issues. The Church Road lift station continues to experience significantly increased run times. Commission consensus was to purchase two new pumps with better impellers.
- c. Televising and cleaning project. Motion by Bill Gius, second by John Rickert, to authorize the cleaning and televising of the following areas, at the quoted rate of \$0.30 and \$0.38 per foot submitted by Green Bay Pipe & TV, LLC: Cty. QQ from manhole #91A north to the end; Evergreen Court from Cty QQ around the circle; Church Road from manhole #273 south to the end; and Silica Road from CTH QQ to Hwy. 151. The total distance was approximately 2.52 miles. Motion carried (3-0).
- d. Manhole inspection project. The designated area for 2015 has been completed. Inspection of manholes in the 2016 televising area will be completed this year.
- e. Maintenance Staffing. Mike Sabel recently accepted a position with the Calumet County Highway Dept. and will no longer be available for mechanical emergency response. The Commission discussed possible replacements. Missions will be re-programmed to alert Bill Gius in the event of problems.
- f. Other maintenance and operational issues. Nothing to report.

2. Residential Inspection Plan.

- a. Church Road. Due to elevated flows, particularly during wet weather, Church Road has been televised twice over the past few years. All homes were inspected once. Flows continue to be erratic. The Inspection Team re-inspect all but five of the homes last year. Another attempt will be made to re-inspect the last five homes for the second inspection during 2016.
- b. Re-inspection of structures under remediation orders. There are three structures with prior year remediation orders that have yet to be re-inspected. A reminder letter was sent in October, 2015. None of the three owners responded to the letter.

- c. 2016 planned inspection area. Only Edgewood Drive and Horizon Court need to be inspected in order to complete the five-year plan. The Inspection Team also plans to inspect the CTH WH, CTH QQ, Ann Randall Drive, Evergreen Court, Taynette Circle and Shady Lane areas.

Unfinished Business:

1. Discuss the Agreement for the Allocation of Costs and Transportation of Wastewater Between Sanitary District No. 1 of the Town of Taycheedah and the Town of Taycheedah Sanitary District No. 3. The Presidents of Taycheedah Sanitary District #3, Johnsburg Sanitary District and Calumet Sanitary District met on December 17th and January 21st to discuss the Agreement. They attempted another meeting on January 28th.
The group requested a cost-share comparison illustrating the difference between the two methods of apportionment. The group is awaiting the report.
2. Status report on the Ledge Road meter station. The City is receiving data via the telemetry. The following matters are currently outstanding: a lock in the control panel handle; a lock on the wet well handles; grade restoration; and an extension of the ladder in the wet well. President Gius will contact the District's project engineer.
3. Consideration and possible action regarding the reimbursement of costs related to grinder pump repairs. Repairs were needed at one location on at least two separate occasions due to prohibited materials introduced to the system. A bill for \$745.26 was sent to the owner in 2011, and another bill for \$1,620.08 was sent in 2015. There has been no response from the owner. Staff will research the Commission's authority to add the outstanding invoices to the property's tax bill. The Commission is awaiting a response from Attorney St. Peter regarding

New Business:

1. Status of service, equipment and billing for the Carolyn Victor property located at N7836 CTH WH. Pursuant to the District's ordinance, the quarterly user charge was reduced to \$125 based upon the average per RUE cost of treatment.
2. Review and possible update of maintenance schedules. Review postponed to the next meeting.

Next meeting date. The next meeting will be held on Thursday, May 19th, at the Taycheedah Town Hall.

Public Comment. None.

Adjournment. Motion by Mike Sabel, second by John Rickert, to adjourn the meeting at 5:47 p.m. Motion carried (3-0).

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

**CALUMET SANITARY DISTRICT
FOND DU LAC SANITARY DISTRICT NO. 2
JOHNSBURG SANITARY DISTRICT
TAYCHEEDAH SANITARY DISTRICT NO. 1
TAYCHEEDAH SANITARY DISTRICT NO. 3
JOINT QUARTERLY BUSINESS MEETING**

APRIL 28th, 2016

5:00 P.M.

TAYCHEEDAH TOWN HALL

ROLL CALL OF MEMBERS PRESENT:

Calumet Sanitary District (CSD): Commissioners Dave Burg and Gary Watry. Absent: President Dick Wehner.
Fond du Lac Sanitary District No. 2 (FdL#2): Commissioner Bob Giese. Absent: President Brian Balson and Commissioner Tom Beltz.

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

Taycheedah Sanitary District No. 1 (TSD#1): President Mike Nett and Commissioners Jim Voight and Dan Weber.

Taycheedah Sanitary District No. 3: Absent: President Bill Gius and Commissioners John Rickert and Mike Sabel.

Also present: Brenda Schneider, Town of Taycheedah Clerk and Recording Secretary for Johnsbury 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

Motion by Franz Schmitz, second by Dan Weber, to approve the minutes of the January 28th, 2016 meeting. Motion carried unanimously by voice vote.

SHARED SEWER REPAIR ISSUES

Town of Fond du Lac Sanitary District #2 distributed a detailed invoice related to the DOT's contractor making adjustments to manholes during the re-construction of Winnebago Drive. The State billed FDL#2 \$30,783.99 for the work. FDL#2 offset their payment to the State equivalent to the \$6,995.23 cost of cleaning and televising the project area.

The cost-share of the expense, based upon capacity owned in October, 2015, as determined by Ron Cunzenheim, is as follows:

- CSD \$5,964.47
- JSD \$1,234.24
- TSD#3 \$9,346.64
- TSD#1 \$8,978.16
- Taycheedah \$1,545.79
- FDL#2 \$3,714.69

FDL#2 acknowledged the inability to collect the Town of Taycheedah portion until such time as a district purchases the capacity currently held by the Town.

At this point, JSD and TSD#3 have made payment to FDL#2.

PREVENTATIVE MAINTENANCE

FDL#2 is planning to televise 8,307 feet of sewer in conjunction with the OSG combined bid. The last time they televised was in 2010. They plan to develop a routine cleaning/televising schedule.

Bob Giese departed at this time (5:14 p.m.).

The group further discussed televising. The consensus was to contact FDL#2 & Eric Otte suggesting Winnebago Drive be done by Green Bay Pipe & TV.

OPERATIONS & MAINTENANCE AGREEMENTS

Discuss amendments to the Agreements

TSD#1 has distributed redline/strikeout versions of the draft revised Agreements. Their goal is to have consistency amongst the three districts using the system and to use metered flows at the three lift station for O&M billings. The presidents of the three participating districts have yet to meet for the purpose of developing their response to TSD#1. Calumet Sanitary District President Dick Wehner is wintering in the south and is in the process of retiring; therefore, it is not expected that he will participate in future negotiations.

The group discussed having Eric Otte, OSG Engineer, review the document on behalf of all districts involved. TSD#1 was under the understanding that Mr. Otte is currently reviewing it.

The districts are awaiting a cost analysis using the current and the alternative billing methods. TSD#1 was under the impression that Kathy Diederich is in the process of compiling said analysis. President Nett indicated that he will submit a formal directive to Ms. Diederich.

Review Quarterly billings

2016-1st qt. O&M bills planned to be included in the cost-share were distributed. TSD#1 indicated that Kathy Diederich did not submit the data to them for preliminary review. Review of the bills was postponed to the next meeting.

OSG EXECUTIVE COMMITTEE REPORT

The Town of Taycheedah Town Board has approved the Utility Location Ordinance. It is unknown if the other town boards have done so.

The OSG Executive Committee will be asked to develop a standardized permit application form. It was suggested that the application require submittal of construction drawings as an attachment. It was also suggested that the OSG notify all of the utilities on behalf of the districts.

STATUS OF THE AMENDMENT TO THE FOND DU LAC SEWER SERVICE AREA

The Boundary Agreement is nearing completion. The mapping has been completed and the final proposed document language is expected soon. Once the Agreement is adopted by all parties, the amendments to the Sewer Service Area will move forward.

CSD inquired about who pays for sewer main extensions. By ordinance, all parties present require the requester pay the costs.

ADJOURNMENT

Motion by Franz Schmitz, second by Dan Weber, to adjourn at 5:51 p.m. Motion carried unanimously by voice vote.

SCHEDULE THE NEXT MEETINGS

Thursday, July 28th, 2016
Thursday, October 27th, 2016
Thursday, January 26th, 2017
Thursday, April 27th, 2017

JSD will provide refreshments
TSD#3 will provide refreshments
TSD#1 will provide refreshments
CSD will provide refreshments

Attest:

Brenda A. Schneider

Brenda A. Schneider
Town of Taycheedah Clerk

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
MAY 19, 2016
5:00 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel. Also present was Recording Secretary Brenda Schneider.

Call to order. President Gius called the meeting to order at 5:04 p.m.

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

Approval of minutes. Motion by Bill Gius, second by Mike Sabel, to approve the minutes of the April 18th, 2016 meeting, as distributed. Motion carried (3-0).

Approval of bills. Motion by Bill Gius, second by Mike Sabel, to approve the bills (order #42-47), totaling \$6,285.88, and to authorize the following:

- Transfer \$6,500.00 from the Operations/User Charge Account to the regular checking account.
- Motion carried (3-0).

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.
 - a. Run time/flow reports. April's pump run time reports for all lift stations were distributed. It was noted that run times have noticeable decreased, especially at Church Road.
 - b. Grinder pump and lift station pump issues. The new pump for the Church Road lift station has been ordered.
 - c. Televising and cleaning project. The cleaning and televising work has been awarded and confirmed to Eric Otte, OSG Engineer. The segments that will be done this spring are as follows: Cty. QQ from manhole #91A north to the end; Evergreen Court from Cty QQ around the circle; Church Road from manhole #273 south to the end; and Silica Road from CTH QQ to Hwy. 151. The total distance was approximately 2.52 miles.
 - d. Manhole inspection project. Mike Sabel will inspect the manholes in the 2016 televising area.
 - e. Maintenance Staffing. Mike Sabel accepted a position with the Calumet County Highway Dept. and will no longer be available for mechanical emergency response. The Commission reviewed a draft Request for Proposals. The Commission will update the Preventative Maintenance Schedules during the next meeting. The schedules will be attached to the RFP prior to distribution.
 - f. Other maintenance and operational issues. Nothing to report.
2. Residential Inspection Plan.
 - a. Church Road. Due to elevated flows, particularly during wet weather, Church Road has been televised twice over the past few years. All homes were inspected once. Flows continued to be erratic. The Inspection Team re-inspected all but five of the homes last year. Another attempt will be made to re-inspect the last five remaining homes during 2016.
 - b. Re-inspection of structures under remediation orders. There are three structures with prior year remediation orders that have yet to be re-inspected for compliance. A reminder letter was sent in October, 2015. None of the three owners responded to the letter.
 - c. 2016 planned inspection area. Only Edgewood Drive and Horizon Court need to be inspected in order to complete the five-year plan. The Inspection Team also plans to inspect the CTH WH, CTH QQ, Ann Randall Drive, Evergreen Court, Taynette Circle and Shady Lane areas.

Unfinished Business:

1. Discuss the Agreement for the Allocation of Costs and Transportation of Wastewater Between Sanitary District No. 1 of the Town of Taycheedah and the Town of Taycheedah Sanitary District No. 3. The Presidents of Taycheedah Sanitary District #3, Johnsburg Sanitary District and Calumet Sanitary District met on December 17th and January 21st to discuss the Agreement. They attempted another meeting on January 28th.

The group requested a cost-share comparison illustrating the difference between the two methods of apportionment. The group is awaiting the report.

2. Status report on the Ledge Road meter station. The following matters remain outstanding: a lock in the control panel handle; a lock on the wet well; grade restoration; and an extension of the ladder in the wet well. President Gius reported that Alliant will do the restoration as soon as the area dries out and Birschbach Mfg. will take a look at the ladder extension project tomorrow.
3. Consideration and possible action regarding the reimbursement of costs related to grinder pump repairs. Repairs to a site-specific grinder pump station were needed in the past due to introduction of foreign materials. Bills for \$745.26 and \$1,620.08 were sent in the past. There has been no response from the owner. Attorney John St. Peter opined that the District needs to have language in its' ordinance in order to pursue reimbursement for these costs. The Commission will consider amending the ordinance in the near future.

New Business:

None.

Next meeting date. The next meeting will be held on Thursday, June 16th, at 5:00 pm, at the Taycheedah Town Hall.

Public Comment. None.

Adjournment. Motion by John Rickert, second by Bill Gius, to adjourn the meeting at 5:23 p.m. Motion carried (3-0).

Attest:

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

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
JUNE 16, 2016
5:00 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius and Commissioner John Rickert. Excused: Commissioner Mike Sabel. Also present was Recording Secretary Brenda Schneider.

Call to order. President Gius called the meeting to order at 5:11 p.m.

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

Approval of minutes. Motion by John Rickert, second by Bill Gius, to approve the minutes of the May 19th, 2016 meeting, as distributed. Motion carried (2-0).

Approval of bills. Motion by John Rickert, second by Bill Gius, to approve the bills (order #48-55), totaling \$3,553.43, noting no need to transfer funds. Motion carried (2-0).

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.

- a. Run time/flow reports. May's pump run time reports for all lift stations were distributed. No anomalies were noted.
- b. Grinder pump and lift station pump issues. Two new pumps for the Church Road lift station have been ordered.
- c. Televising and cleaning project. The cleaning and televising work has been awarded and confirmed to Eric Otte, OSG Engineer. The segments that will be done this spring are as follows: Cty. QQ from manhole #91A north to the end; Evergreen Court from Cty QQ around the circle; Church Road from manhole #273 south to the end; and Silica Road from CTH QQ to Hwy. 151. The total distance was approximately 2.52 miles.
Green Bay Pipe & TV, LLC, informed the OSG that they no longer have time in their schedule to do the work this spring. Green Bay Pipe has been awaiting executed contracts from the districts before doing the work. It was noted that Eric Otte has yet to distribute said contracts. Otte suggests we wait until fall and hope for wet weather. This matter will be discussed at the July quarterly sanitary district meeting.
- d. Manhole inspection project. Mike Sabel is expected to inspect the manholes in the 2016 televising area.
- e. Maintenance Staffing. Mike Sabel accepted a position with the Calumet County Highway Dept. and will no longer be available for mechanical emergency response.
 - i. Review Request for Proposals. This matter was postponed to the next meeting.
 - ii. Review and possibly update preventative maintenance schedules. The matter was postponed to the next meeting.
- f. Other maintenance and operational issues. Nothing to report.

2. Residential Inspection Plan.

- a. Church Road. Due to elevated flows, particularly during wet weather, Church Road has been televised twice over the past few years. All homes were inspected once. Flows continued to be erratic. The Inspection Team re-inspected all but five of the homes last year. Recently the Team completed three of the five remaining homes. They will continue to attempt re-inspection of the last two homes.
- b. Re-inspection of structures under remediation orders. There are three structures with prior year remediation orders that have yet to be re-inspected for compliance. A reminder letter was sent in October, 2015. None of the three owners responded to the letter.
- c. 2016 planned inspection area. The Inspection Team completed inspections of the homes on Edgewood Lane and some in Hawk's Landing.

Unfinished Business:

1. Discuss the Agreement for the Allocation of Costs and Transportation of Wastewater Between Sanitary District No. 1 of the Town of Taycheedah and the Town of Taycheedah Sanitary District No. 3. The Presidents of Taycheedah Sanitary District #3, Johnsburg Sanitary District and Calumet Sanitary District met on December 17th and January 21st to discuss the Agreement. They attempted another meeting on January 28th.

The group requested a cost-share comparison illustrating the difference between the two methods of apportionment. The group is awaiting the report.

2. Status report on the Ledge Road meter station.
 - a. Discuss the remaining punch-list items. The following matters remain outstanding: a lock in the control panel handle; a lock on the wet well; and providing the start-up training session. Also outstanding but not a component of the contract is an extension of the ladder in the wet well. President Gius reported that Alliant has completed the restoration at the site and Birschbach Mfg. has fabricated the ladder extension. Birschbach will install the ladder as soon as he can get a colleague's assistance with confined space entry.
 - b. Consideration and possible acceptance of the completed project and release of the retainer. Commission consensus was that final payment will be withheld until the project is completed.

New Business:

None.

Next meeting date. The next meeting will be held on Thursday, June 14th, at 5:00 pm, at the Taycheedah Town Hall.

Public Comment. A status report regarding the Right-of-Way Ordinance was given. The OSG staff will be directed to compile an application form to be used by all towns. It is unknown if the utilities have been notified.

Adjournment. Motion by Bill Gius, second by John Rickert, to adjourn the meeting at 5:54 p.m. Motion carried (2-0).

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

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
JULY 14, 2016
5:00 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel. Also present: Recording Secretary Brenda Schneider; John Wehner, representing Helmer Electric; and Doug Sabel, representing Sabel Mechanical.

Call to order. President Gius called the meeting to order at 5:11 p.m.

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

Approval of minutes. Motion by John Rickert, second by Mike Sabel, to approve the minutes of the June 16th, 2016 meeting, as distributed. Motion carried (3-0).

Approval of bills. Motion by Bill Gius, second by John Rickert, to approve the bills (order #56-63), totaling \$5,158.41, and to authorize the following:

- Transfer \$4,500 from Operations/User Charge Account to the regular checking account, and
- Transfer \$403.69 from Operations/Inspection Account to the regular checking account.

Motion carried (3-0).

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.

- a. Run time/flow reports. June's pump run time reports for all lift stations were distributed.
- b. Grinder pump and lift station pump issues. Two new pumps for the Church Road lift station have been ordered and need to be installed. Two pumps were recently delivered. Sabel Mechanical picked-up one of the pumps to install at the Braun station. Commission determined the remaining pump is different than the ones in the Church Road station. Follow-up regarding the new pumps will be done.

The Braun station is again experiencing an infestation of ants. There also seems to be a problem with the floats and a rattling in the pump. It was noted that the amperage is adequate. Sabel Mechanical is in the process of troubleshooting the system.

- c. Televising and cleaning project. The cleaning and televising work was approved in January and timely confirmed with Eric Otte, OSG Engineer. The segments that will be done this spring are as follows: Cty. QQ from manhole #91A north to the end; Evergreen Court from Cty QQ around the circle; Church Road from manhole #273 south to the end; and Silica Road from CTH QQ to Hwy. 151. The total distance was approximately 2.52 miles.

Green Bay Pipe & TV, LLC, informed the OSG that they no longer have time in their schedule to do the work this spring. Green Bay Pipe has been awaiting executed contracts from the districts before doing the work. It was noted that Eric Otte has yet to distribute said contracts. Otte suggests we wait until fall and hope for wet weather. This matter will be discussed at the July quarterly sanitary district meeting.

- d. Manhole inspection project. Mike Sabel is expected to inspect the manholes in the 2016 televising area.
- e. Maintenance Staffing. Mike Sabel accepted a position with the Calumet County Highway Dept. and will no longer be available for mechanical emergency response.
 - i. Review Request for Proposals. Johnsburg Sanitary District recently retained Sabel Mechanical for preventative maintenance and emergency response services for a period of one-year, at a rate of \$35 per hour. Doug Sabel stated that he is also capable of supplying this service to TSD#3. Doug requested a Request for Proposals, including the preventative maintenance schedules.
 - ii. Review and possibly update preventative maintenance schedules. Mike Sabel has modified the schedules and will submit them to Brenda Schneider for distribution with the Request for Proposals.

- f. Other maintenance and operational issues. Mike Sabel reported that it is cheaper to replace a pump with a non-explosion proof pump than to re-build an old pump.
2. Residential Inspection Plan.
 - a. Church Road. Due to elevated flows, particularly during wet weather, Church Road has been televised twice over the past few years. All homes were inspected once. Flows continued to be erratic. The Inspection Team re-inspected all but five of the homes last year. Recently the Team completed three of the five remaining homes. They will continue to attempt re-inspection of the last two homes.
 - b. Re-inspection of structures under remediation orders. There are three structures with prior-year remediation orders that have yet to be re-inspected for compliance. A reminder letter was sent in October, 2015. None of the three owners responded to the letter.
 - c. 2016 planned inspection area. The Inspection Team expects to spend approximately three more evenings doing inspections. They expect to reach their 2016 percentage goal at that time.
 - d. Capping of the lateral at N8204 CTH QQ. Nick Lisowe, owner of the property, demolished the home in late 2015. He capped the sewer at the clay pipe near the former septic system. Lisowe has been informed that he needs to cap the sewer on the PVC pipe at the property line. Early 2016, Lisowe indicated that it will take him some time to get the necessary equipment back to the site. President Gius will contact the owner.
 - e. Manholes in a backyard swale at N8324 Edgewood Lane. There are two manholes located in the bottom of a swale. The property owner advised John Rickert that during heavy rains, rainwater will puddle in the swale. The water disappears quickly. John Rickert will inspect and advise.

Unfinished Business:

1. Discuss the Agreement for the Allocation of Costs and Transportation of Wastewater Between Sanitary District No. 1 of the Town of Taycheedah and the Town of Taycheedah Sanitary District No. 3. The Presidents of Taycheedah Sanitary District #3, Johnsbury Sanitary District and Calumet Sanitary District met on December 17th and January 21st to discuss the Agreement. They attempted another meeting on January 28th.

The group requested a cost-share comparison illustrating the difference between the two methods of apportionment. The group is awaiting the report.
2. Ledge Road meter station.
 - a. Discuss the status of the remaining punch-list items. The following matters remain outstanding: a lock in the control panel handle; a lock on the wet well; and providing the start-up training session. Also outstanding, but not a component of the contract, is an extension of the ladder in the wet well. President Gius reported that Alliant has completed the restoration at the site and Birschbach Mfg. has fabricated the ladder extension. Birschbach will install the ladder once he can get a colleague's assistance with confined space entry.

John Wehner, Helmer Electric, reported that they never received the punch-list from Eric Otte. Wehner is of the opinion that the triple-latch door installed, per the specs, is a much better door. It has a better seal. The District's other two metering stations have a single-latch door with a key lock in the handle. The triple-latch door requires a padlock for security. Wehner added that the single-latch door is not rated. He further noted that they caught several items were omitted from the specs. Wehner will have a padlock keyed to the same key as the other stations.

Helmer Electric had asked Eric Otte for a start-up schedule. Otte finally responded today. The Commission felt they do not need start-up training.
 - b. Consideration and possible acceptance of the completed project and release of the retainer. Motion by Bill Gius, second by Mike Sabel, to accept completion of the project. Motion carried (3-0).

New Business:

1. Review and acceptance of the 2015 Compliance Maintenance Annual Report, as required by the Wisconsin Department of Natural Resources. Motion by John Rickert, second by Bill Gius, to accept and file with the DNR the 2015 Compliance Maintenance Annual Report. Motion carried (3-0).

Next meeting date. The next meeting date is yet to be determined.

Public Comment. None presented.

Adjournment. Motion by Bill Gius, second by John Rickert, to adjourn the meeting at 6:17 p.m. Motion carried (3-0).

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

**CALUMET SANITARY DISTRICT
FOND DU LAC SANITARY DISTRICT NO. 2
JOHNSBURG SANITARY DISTRICT
TAYCHEEDAH SANITARY DISTRICT NO. 1
TAYCHEEDAH SANITARY DISTRICT NO. 3
JOINT QUARTERLY BUSINESS MEETING**

JULY 28th, 2016

5:00 P.M.

TAYCHEEDAH TOWN HALL

ROLL CALL OF MEMBERS PRESENT:

Calumet Sanitary District (CSD): President Dave Burg and Commissioners Gary Watry and Allen Schmitz.
Fond du Lac Sanitary District No. 2 (FdL#2): Commissioner Bob Giese. Absent: President Brian Balson and Commissioner Tom Beltz.

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

Taycheedah Sanitary District No. 1 (TSD#1): President Mike Nett and Commissions Jim Voight and Dan Weber.

Taycheedah Sanitary District No. 3: Commissioner John Rickert. Absent: President Bill Gius and Commissioner Mike Sabel.

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

The meeting was called to order at 5:02 p.m.

APPROVAL OF MINUTES OF THE LAST MEETING

Motion by Franz Schmitz, second by Jim Voight, to approve the minutes of the April 28th, 2016 meeting. Motion carried unanimously by voice vote.

OPERATIONS & MAINTENANCE AGREEMENTS

Discuss amendments to the Agreements

TSD#1 has distributed redline/strikeout versions of the draft revised Agreements. Their goal is to have consistency amongst the three districts using the system and to use metered flows at the three lift station for O&M billing purposes. The presidents of the three participating districts met during late 2015, for the purpose of developing their response to TSD#1.

The presidents of the three districts requested a cost analysis using the current and the alternative billing methods. Kathy Diederich compiled and distributed said analysis of flows at each lift station. Operations and maintenance *expenses are shared based upon percentage of total flow at the Winnebago Drive lift station*. Using 1st quarter 2016 flows, the percentage of flows at each station for each district were as follows:

District	<i>Winnebago Dr.</i>	Brookhaven	Gladstone Beach
Calumet San. Dist.	<i>21.32%</i>	30.43%	43.61%
Johnsburg San. Dist.	<i>3.96%</i>	5.65%	8.10%
Taycheedah San. Dist. #3	<i>30.07%</i>	22.65%	0.00%
Taycheedah San. Dist. #1	<i>44.66%</i>	41.27%	48.3%

Based upon this analysis, as illustrated above, CSD and JSD would realize an increase in cost-share percentage at Brookhaven and Gladstone, while TSD#3 would realize a reduction in cost-share percentage at Brookhaven.

The revised Agreements are yet to be accepted by the three districts.

Review Quarterly billings

2016-1st qt. O&M bills planned to be included in the cost-share were follows:

•	Work logs of the maintenance employee was reviewed.			
•	Energenecs	all stations	annual Maint. Agree.	\$3,995.00
•	Sabel Mechanical	Gladstone	overhaul pump	\$3,123.53
•	DE Thome Electrical	Winnebago Dr.	lites & fan issues in pit	\$80.00
•	Total Energy	Winnebago Dr.	generator maint.	\$826.00
•	Total Energy	Gladstone	generator repair	\$769.50

2016-2nd qt. O&M bills planned to be included in the cost-share were follows:

<ul style="list-style-type: none">• Work logs of the maintenance employee was reviewed.				
Commissioner Voight departed at this time				
<ul style="list-style-type: none">• JE Arthur review televising \$ contract for repairs \$150.00• JE Arthur manhole renovations-staking \$353.38• JE Arthur manhole renovations-admin & observation \$598.23				
The JE Arthur invoices will be adjusted to work applicable to manholes on the shared sewer.				
<ul style="list-style-type: none">• Total Energy all stations annual service agree. \$1,320.00• Total Energy Gladstone generator repair \$770.80• The Horton Group all sites insurance renewal \$1,852.00				

President Burg departed at this time.

OSG EXECUTIVE COMMITTEE REPORT

The Annual Meeting of the members will be Thursday, September 15th.

Staff at the treatment plant are experimenting with various methods of phosphorus removal. The current project turns the material into a type of plastic.

Member contact information on the OSG website needs to be updated.

President Giese departed at this time.

SHARED SEWER REPAIR ISSUES

CSD installed a wireless alarm system in one of their lift stations. They plan to eventually install it in all of their stations.

TSD#1 had nothing to report.

TSD#3 and JSD participated in the OSG group televising request for proposals. Green Bay Pipe & TV was the lowest bidder. The work was originally expected to be completed in spring. Due to a delay in receiving executed proposals from the participating entities, Green Bay Pipe & TV was not able to perform the work by deadline. Green Bay Pipe is now planning to do the work in the fall. The participating districts need to decide if they will proceed.

PREVENTATIVE MAINTENANCE

A report was not presented.

STATUS OF THE AMENDMENT TO THE FOND DU LAC SEWER SERVICE AREA

A report was not presented.

ADJOURNMENT

Motion by Mike Nett, second by John Rickert, to adjourn at 5:52 p.m. Motion carried unanimously by voice vote.

SCHEDULE THE NEXT MEETINGS

Thursday, October 27th, 2016

Thursday, January 26th, 2017

Thursday, April 27th, 2017

Thursday, July 27th, 2017

TSD#3 will provide refreshments

TSD#1 will provide refreshments

CSD will provide refreshments

JSD will provide refreshments

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

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
AUGUST 25, 2016
5:00 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel. Also present: Recording Secretary Brenda Schneider.

Call to order. President Gius called the meeting to order at 5:05 p.m.

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

Approval of minutes. Motion by John Rickert, second by Bill Gius, to approve the minutes of the July 14th, 2016 meeting, as distributed. Motion carried (3-0).

Approval of bills. Motion by Bill Gius, second by John Rickert, to approve the bills (order #64-74), totaling \$23,894.93, and to authorize the following:

- Transfer \$21,650.00 from Operations/User Charge Account to the regular checking account, and
- Transfer \$2,341.90 from GO Note M/M Account to the regular checking account for the Ledge Road metering station.

Motion carried (3-0).

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.

- a. Run time/flow reports. July's pump run time reports for all lift stations were distributed. It was noted that there were only minor variances during recent wet weather.
- b. Grinder pump and lift station pump issues. Two new pumps for the Church Road lift station were ordered and need to be installed. Sabel Mechanical picked-up one of the pumps to install at the Braun grinder pump station. It is unknown what Sabel Mechanical did with the old pump. Another new pump will be ordered for the Church Road lift station.
- c. Televising and cleaning project. The cleaning and televising work was approved in January and timely confirmed with Eric Otte, OSG Engineer. The segments that will be done this spring are as follows: Cty. QQ from manhole #91A north to the end; Evergreen Court from Cty QQ around the circle; Church Road from manhole #273 south to the end; and Silica Road from CTH QQ to Hwy. 151. The total distance was approximately 2.52 miles.

Late spring, Green Bay Pipe & TV, LLC, informed the OSG that they no longer have time in their schedule to do the work during this past spring. Green Bay Pipe has been awaiting executed contracts from the districts before doing the work. It was noted that Eric Otte did not timely distribute said contracts. Otte suggests we wait until fall and hope for wet weather.

Motion by Mike Sabel, second by John Rickert, to accept the proposal from Green Bay Pipe & TV as received.

- d. Manhole inspection project. Tomorrow Mike Sabel expects to begin inspecting the manholes in the 2016 televising area.
- e. Maintenance Staffing. Mike Sabel accepted a position with the Calumet County Highway Dept. and will no longer be available for mechanical emergency response.
 - i. Review Request for Proposals. Johnsburg Sanitary District recently retained Sabel Mechanical for preventative maintenance and emergency response services for a period of one-year, at a rate of \$35 per hour. Doug Sabel stated during a recent meeting that he is also capable of supplying this service to TSD#3. Doug requested a Request for Proposals, including the preventative maintenance schedules. Motion by Bill Gius, second by John Rickert, to approve the Request for Proposals for preventative maintenance and emergency response, including the revised preventative maintenance schedules, and to submit the RFP to Sabel Mechanical. Motion carried (3-0).
 - ii. Review and possibly update preventative maintenance schedules. See item i.

- f. Other maintenance and operational issues. No report presented.
2. Residential Inspection Plan.
- Church Road. Due to elevated flows, particularly during wet weather, Church Road has been televised twice over the past few years. All homes were inspected once. Flows continued to be erratic. The Inspection Team re-inspected all but five of the homes last year. The Team was able to complete three of the five remaining homes. They will continue to attempt re-inspection of the last two homes.
 - Re-inspection of structures under remediation orders. There still are three structures with prior-year remediation orders that have yet to be re-inspected for compliance. A reminder letter was sent in October, 2015. None of the three owners responded to the letter.
 - 2016 inspections. The Inspection Team has nearly reached their 2016 percentage goal. This year nine violations were under remediation orders; four of which have been corrected. The Team intends to concentrate on re-inspections of violations.
 - Capping of the lateral at N8204 CTH QQ. Nick Lisowe, owner of the property, demolished the home in late 2015. He capped the sewer at the clay pipe near the former septic system. Lisowe has been informed that he needs to cap the sewer on the PVC pipe at the property line. Early 2016, Lisowe indicated that it will take him some time to get the necessary equipment back to the site. President Gius contacted the owner. He said he will take care of it. Timeline unknown at this time.
 - Manholes in a backyard swale at N8324 Edgewood Lane. There are two manholes located in the bottom of a swale. The property owner advised John Rickert that during heavy rains, rainwater will puddle in the swale. The water disappears quickly. John Rickert inspected the manholes. He found no evidence of leakage. It was noted that the manhole covers are elevated above grade.

Unfinished Business:

- Discuss the Agreement for the Allocation of Costs and Transportation of Wastewater Between Sanitary District No. 1 of the Town of Taycheedah and the Town of Taycheedah Sanitary District No. 3. The Presidents of Taycheedah Sanitary District #3, Johnsburg Sanitary District and Calumet Sanitary District met on December 17th and January 21st to discuss the Agreement. They attempted another meeting on January 28th.
The group received a cost-share comparison illustrating the difference between the two methods of apportionment.
- Ledge Road meter station.
 - Discuss the status of the remaining punch-list items. The following matters were outstanding: a lock in the control panel handle; a lock on the wet well; and providing the start-up training session. Also outstanding, but not a component of the contract, was an extension of the ladder in the wet well.
President Gius reported that Birschbach Mfg. has fabricated and installed the ladder extension. Also, after a bit of confusion over locks placed assumedly by the City, the lock issue has been resolved. The final item of start-up training has been waived by the Commission.
 - Consideration and possible acceptance of the completed project and release of the retainer. Motion by Bill Gius, second by Mike Sabel, to accept completion of the project and approve the Final Pay Request. Motion carried (3-0).

New Business:

- Discuss Capacity, Management, Operations and Maintenance (CMOM) requirements. The Commission discussed CMOM.

Next meeting date. The next meeting is scheduled for September 15th, at 5:00 p.m.

Public Comment. None presented.

Adjournment. Motion by John Rickert, second by Mike Sabel, to adjourn the meeting at 6:12 p.m. Motion carried (3-0).

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

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
SEPTEMBER 15, 2016
4:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel. Also present: Recording Secretary Brenda Schneider.

Call to order. President Gius called the meeting to order at 4:33 p.m.

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

Approval of minutes. Motion by John Rickert, second by Bill Gius, to approve the minutes of the August 25th, 2016 meeting, as distributed. Motion carried (2-0).

Approval of bills. Motion by Bill Gius, second by John Rickert, to approve the bills (order #75-83), totaling \$3,415.08, and to authorize the following:

- Transfer \$3,200.00 from Operations/User Charge Account to the regular checking account,
- Transfer \$6,563.60 from Operations/User Charge Account to the Reserve for Replacement Account, and
- Authorize the refund of \$147.00 to Mark Van Pelt for overpaid special assessment that was paid upon closing on the sale of the home.

Motion carried (2-0).

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.

- a. Run time/flow reports. August's pump run time reports for all lift stations were distributed. President Gius reported receiving a variance report from Missions for September 7th that noted increases during wet weather at all stations with the exception of Evergreen Court.
- b. Grinder pump and lift station pump issues. Two new pumps for the Church Road lift station were ordered. Sabel Mechanical picked-up one of the pumps to install at the Braun grinder pump station. Another new pump needs to be ordered for the Church Road lift station.
- c. Status of the televising and cleaning project. The cleaning and televising work was approved in January. The segments that will be done this year are as follows: Cty. QQ from manhole #91A north to the end; Evergreen Court from Cty QQ around the circle; Church Road from manhole #273 south to the end; and Silica Road from CTH QQ to Hwy. 151. The total distance was approximately 2.52 miles.
Late spring, Green Bay Pipe & TV, LLC, informed the OSG that they no longer have time in their schedule to do the work during this past spring. Green Bay Pipe was awaiting executed contracts from the districts before doing the work. It was noted that Eric Otte did not timely distribute said contracts. Otte suggests we wait until fall and hope for wet weather.
- d. Manhole inspection project. No report was presented.
- e. Maintenance Staffing. See New Business Item #1.
- f. Other maintenance and operational issues. No report presented.

2. Clearwater Inspections.

- a. Church Road. Due to elevated flows, particularly during wet weather, Church Road has been televised twice over the past few years. All homes were inspected once. Flows continued to be erratic. The Inspection Team re-inspected all but five of the homes last year. The Team was able to complete three of the five remaining homes. They will continue to attempt re-inspection of the last two homes.
- b. Re-inspection of structures under remediation orders. There are now two structures with prior-year remediation orders that have yet to be re-inspected for compliance. The ordered work at the Aspen Court home has been completed.
- c. 2016 inspections. The Inspection Team has reached their 2016 goal. This year nine violations were under remediation orders; four of which have been corrected. The Team intends to concentrate on re-inspections of violations.

- d. Capping of the lateral at N8204 CTH QQ. Nick Lisowe, owner of the property, demolished the home in late 2015. He capped the sewer at the clay pipe near the former septic system. Lisowe has been informed that he needs to cap the sewer on the PVC pipe at the property line. Early 2016, Lisowe indicated that it will take him some time to get the necessary equipment back to the site. President Gius contacted the owner. He said he will take care of it. Timeline unknown at this time.

Commissioner Mike Sabel arrived at 4:43 p.m.

Unfinished Business:

1. Discuss the Agreement for the Allocation of Costs and Transportation of Wastewater Between Sanitary District No. 1 of the Town of Taycheedah and the Town of Taycheedah Sanitary District No. 3. The Presidents of Taycheedah Sanitary District #3, Johnsburg Sanitary District and Calumet Sanitary District met on December 17th and January 21st to discuss the Agreement. They attempted another meeting on January 28th.
The group reviewed the cost-share comparison illustrating the difference between the two methods of apportionment.

New Business:

1. Consideration and possible acceptance of a proposal for preventative maintenance and emergency response services. A Request for Proposal was submitted to Sabel Mechanical. A proposal was not received by deadline. President Gius will contact Doug Sabel.

Schedule the next meeting. The next meeting date is yet to be determined.

Public Comment. None presented.

Adjournment. Motion by John Rickert, second by Bill Gius, to adjourn the meeting at 4:48 p.m. Motion carried (3-0).

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

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
OCTOBER 19, 2016
5:00 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel. Also present: Recording Secretary Brenda Schneider.

Call to order. President Gius called the meeting to order at 5:06 p.m.

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

Approval of minutes. Motion by John Rickert, second by Mike Sabel, to approve the minutes of the September 15th, 2016, meeting, as distributed. Motion carried (3-0).

Approval of bills. Motion by Mike Sabel, second by John Rickert, to approve the bills (order #85-93), totaling \$6,454.66, and to authorize the following:

- Transfer \$6,400.00 from Operations/User Charge Account to the regular checking account.

Motion carried (3-0).

Motion by Bill Gius, second by John Rickert, to acknowledge the semi-annual loan payment of \$165,800. Motion carried (3-0).

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.

- a. Run time/flow reports. September's pump run time reports for all lift stations were distributed. It was noted that there have been a few minor spikes in run time.
- b. Grinder pump and lift station pump issues. Two new pumps for the Church Road lift station are now on-hand. It is anticipated that Sabel Mechanical will swap the pumps in the near future.
- c. Status of the televising and cleaning project. The cleaning and televising work has been completed. The segments done this year were as follows: Cty. QQ from manhole #91A north to the end; Evergreen Court from Cty QQ around the circle; Church Road from manhole #273 south to the end; and Silica Road from CTH QQ to Hwy. 151. The total distance was approximately 2.52 miles.
A formal report will be submitted by Green Bay Pipe & TV, LLC.
- d. Manhole inspection project. Mike Sabel hopes to complete this year's inspections this upcoming weekend.
- e. Maintenance Staffing. A Request for Proposal was submitted to Sabel Mechanical. A proposal was not received by deadline. President Gius will contact Doug Sabel.
- f. Other maintenance and operational issues. An excavating contractor is installing a driveway for a new home in Hawk's Landing. A manhole is located in the center of the new driveway. The manhole needs to be raised. The contractor was instructed to call Sabel Mechanical in order to contract privately for this modification. The work needs to be inspected to ensure the appropriate riser rings were used.

2. Clearwater Inspections.

- a. Church Road. Due to elevated flows, particularly during wet weather, Church Road has been televised twice over the past few years. All homes were inspected once. Flows continued to be erratic. The Inspection Team re-inspected all but two of the homes. They will continue to attempt re-inspection of the last two homes.
- b. Re-inspection of structures under remediation orders. There are two structures with prior-year remediation orders that have yet to be re-inspected for compliance.
- c. 2016 inspections. The Inspection Team has reached their 2016 goal. This year nine violations were under remediation orders. The Team intends to concentrate on re-inspections of violations.
- d. Capping of the lateral at N8204 CTH QQ. Nick Lisowe, owner of the property, demolished the home in late 2015. He capped the sewer at the clay pipe near the former septic system. Lisowe has been informed that he needs to cap the sewer on the PVC pipe at the property line. Early 2016, Lisowe indicated that it will take him some time to get the necessary equipment back to the site. President Gius contacted the owner. He said he will take care of it. Timeline unknown at this time.

Unfinished Business:

1. Discuss the Agreement for the Allocation of Costs and Transportation of Wastewater Between Sanitary District No. 1 of the Town of Taycheedah and the Town of Taycheedah Sanitary District No. 3. The Presidents of Taycheedah Sanitary District #3, Johnsburg Sanitary District and Calumet Sanitary District met on December 17th and January 21st to discuss the Agreement. They attempted another meeting on January 28th.
The group preferred an addendum to the current Agreement in lieu of a new Agreement.

New Business:

1. Consideration and possible acceptance of a proposal for preventative maintenance and emergency response services. See Item 1e under Sewer System Maintenance.

Schedule the next meeting. The next meeting is scheduled for November 16th, at 4:30 p.m.

Public Comment. None presented.

Adjournment. Motion by John Rickert, second by Bill Gius, to adjourn the meeting at 5:30 p.m. Motion carried (3-0).

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

**CALUMET SANITARY DISTRICT
FOND DU LAC SANITARY DISTRICT NO. 2
JOHNSBURG SANITARY DISTRICT
TAYCHEEDAH SANITARY DISTRICT NO. 1
TAYCHEEDAH SANITARY DISTRICT NO. 3
JOINT QUARTERLY BUSINESS MEETING
OCTOBER 27th, 2016
5:00 P.M.
TAYCHEEDAH TOWN HALL**

ROLL CALL OF MEMBERS PRESENT:

Calumet Sanitary District (CSD): Commissioners Gary Watry and Allen Schmitz. Absent: President Dave Burg.
Fond du Lac Sanitary District No. 2 (FdL#2): Absent: President Brian Balson and Commissioners Tom Beltz and Bob Giese.

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

Taycheedah Sanitary District No. 1 (TSD#1): President Mike Nett and Commissioner Dan Weber. Absent: Commissioner James Voight.

Taycheedah Sanitary District No. 3: President Bill Gius and Commissioner Mike Sabel. Absent: Commissioner John Rickert.

Also present: Kathy Diederich, Schenck and Town of Taycheedah Treasurer; Brenda Schneider, Town of Taycheedah Clerk and Recording Secretary for Johnsburg Sanitary District and Taycheedah Sanitary District No. 3; and, Doug Sabel, Sabel Mechanical, LLC.

The meeting was called to order at 5:06 p.m.

APPROVAL OF MINUTES OF THE LAST MEETING

Motion by Franz Schmitz, second by Ken Schneider, to approve the minutes of the July 28th, 2016 meeting. Motion carried unanimously by voice vote.

SHARED SEWER REPAIR ISSUES

JSD reported on odor complaints during the recent cleaning and televising project. Ken Schneider explained that water was sucked out of traps causing gas to enter homes, turned copper pipes black and tarnished sterling silver.

PREVENTATIVE MAINTENANCE

Doug Sabel, Sabel Mechanical, LLC, reported on his pending agreement with a couple of districts to perform preventative maintenance services. He has developed a price list.

Sabel would like to keep spare pumps and supplies at his shop due to concern of access to the Town Hall. Districts expressed their position of maintaining their stock of equipment and supplies at the Town Hall. It was suggested to Sabel that he inventory spare pumps, noting that JSD and TSD#3 pumps are compatible.

OSG EXECUTIVE COMMITTEE REPORT

The most recent meeting lacked sufficient attendance for a quorum.

Staff at the treatment plant continue to experiment with various methods of phosphorus removal.

STATUS OF THE AMENDMENT TO THE FOND DU LAC SEWER SERVICE AREA

The Inter-municipal Boundary Agreement is near completion.

The goal is complete the SSA amendments by 2020.

OPERATIONS & MAINTENANCE AGREEMENTS

Discuss amendments to the Agreements

A few years ago, TSD#1 distributed redline/strikeout versions of the draft revised Agreements. Their goal is to have consistency amongst the three districts using the system and to use metered flows at the three lift station for O&M billing purposes.

In response to the request of the presidents of the three districts, a cost analysis using the current and the alternative billing methods was compiled by Kathy Diederich. The analysis was distributed at the July 28th, 2016, meeting.

Operations and maintenance *expenses are shared based upon percentage of total flow at the Winnebago Drive lift station*. Using 1st quarter 2016 flows, the percentage of flows at each station for each district were as follows:

District	Winnebago Dr.	Brookhaven	Gladstone Beach
Calumet San. Dist.	21.32%	30.43%	43.61%
Johnsburg San. Dist.	3.96%	5.65%	8.10%
Taycheedah San. Dist. #3	30.07%	22.65%	
Taycheedah San. Dist. #1	44.66%	41.27%	48.3%

Based upon this analysis, as illustrated above, CSD and JSD would realize an increase in cost-share percentage at Brookhaven and Gladstone, while TSD#3 would have a reduction in cost-share percentage at Brookhaven.

Some of the districts indicated an addendum to their current Agreements may be acceptable. The districts will address the matter internally.

Review Quarterly billings

2016-3rd qt. O&M bills planned to be included in the cost-share were follows:

• Work logs of the maintenance employee was reviewed.			
• Total Energy	Gladstone	generator repair/maint.	\$1,309.54
		replace spark plug	
• Total Energy	Brookhaven	generator repair/maint.	\$1,257.60
		replace battery	
• Energenecs	Brookhaven	filter (stock)	\$692.06
• Total Energy	Brookhaven	generator maint.	\$630.00
• Total Energy	Gladstone	generator maint.	\$630.00

The following items need clarification as to their locations:

• JE Arthur	unknown locations	manhole renovations	\$370.76
• JE Arthur	unknown locations	review televising reports	\$110.00
• JE Arthur	unknown locations	manhole renovations	\$55.00
• Visu-Sewer	unknown locations/lateral insp.	TV & jet truck/2 men	\$2,507.50
• Northern Pipe Equip, Inc	unknown locations	manhole rehabs	\$57,827.50
• Visu-Sewer	unknown location	grout truck/2 men	\$2,028.75

Kathy Diederich dispersed the 2015 flow data and the year-to-date flow data, as recorded by the City.

PUBLIC COMMENT

None presented.

ADJOURNMENT

Motion by Bill Gius, second by Mike Sabel, to adjourn at 5:58 p.m. Motion carried unanimously by voice vote.

SCHEDULE THE NEXT MEETINGS

Thursday, January 26 th , 2017	TSD#3 will provide refreshments
Thursday, April 27 th , 2017	TSD#1 will provide refreshments
Thursday, July 27 th , 2017	CSD will provide refreshments
Thursday, October 26 th , 2017	JSD will provide refreshments

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

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
NOVEMBER 16, 2016
4:00 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel. Also present: Recording Secretary Brenda Schneider.

Call to order. President Gius called the meeting to order at 4:02 p.m.

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

Approval of minutes. Motion by Bill Gius, second by John Rickert, to approve the minutes of the October 19th, 2016, meeting, as distributed. Motion carried (3-0).

Approval of bills. Motion by Bill Gius, second by John Rickert, to approve the bills (order #94-103), totaling \$28,632.10, and to authorize the following:

- Transfer \$28,300.00 from Operations/User Charge Account to the regular checking account,
- Transfer \$2,644.24 from the Operations/User Charge Account to the Reserve for Replacement Account, and
- Transfer \$269.13 from the Operations/Inspections Account to the regular checking account.

Motion carried (3-0).

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.

- a. Run time/flow reports. October's pump run time reports for all lift stations were distributed. It was noted that there have been a few slight increases in run time.
- b. Grinder pump and lift station pump issues. Two new pumps for the Church Road lift station are now on-hand. It is anticipated that Sabel Mechanical will swap the pumps in the near future. The two used pumps will need to be brought back to the Town Hall storage area.
- c. Status of the televising and cleaning project. The cleaning and televising work has been completed. The segments done this year were as follows: Cty. QQ from manhole #91A north to the end; Evergreen Court from Cty QQ around the circle; Church Road from manhole #273 south to the end; and Silica Road from CTH QQ to Hwy. 151. The total distance was approximately 2.52 miles.

A written report was received from Green Bay Pipe & TV, LLC. The report lacks a legend or any explanation for the notations within the report. There are a few notions regarding deformed pipe at various locations. Mike Sabel will view the video and report to the Commission.

- d. Manhole inspection project. Mike Sabel plans to complete the last few inspections in the next couple of days. The Commission plans to thoroughly inspect 20% of the manholes annually. In addition, an annual drive-by inspection of all manholes will be done at the conclusion of snowplowing season.
- e. Maintenance Staffing. A Request for Proposal was submitted to Sabel Mechanical in August. A proposal was not received by the September 7th deadline. Sabel Mechanical will be mailed another copy.
- f. Other maintenance and operational issues. An excavating contractor installed a driveway for a new home in Hawk's Landing. A manhole is located in the center of the new driveway. The manhole was raised by Sabel Mechanical. The work was inspected by Andy Karls. Sabel Mechanical was reminded to bill the excavator for said work.

There were recent issues at the Schuster Lane lift stations. The problems were caused by cooking grease build-up. Speedy Clean was brought-in, at a cost of \$980.00, to remove the problematic material. The Commission will inspect the manhole at CTH WH and Billene for evidence of grease build-up.

2. Clearwater Inspections.

- a. Church Road. Due to elevated flows, particularly during wet weather, Church Road has been televised twice over the past few years. All homes were inspected once. Flows continued to be erratic. The Inspection Team re-inspected all but two of the homes. They will continue to attempt re-inspection of the last two homes.
- b. Re-inspection of structures under remediation orders. There are two structures with prior-year remediation orders that have yet to be re-inspected for compliance.

- c. 2016 inspections. The Inspection Team reached their 2016 goal. This year nine violations were under remediation orders. The Team intends to concentrate on re-inspections of violations.
- d. Capping of the lateral at N8204 CTH QQ. Nick Lisowe, owner of the property, demolished the home in late 2015. He capped the sewer at the clay pipe near the former septic system. Lisowe was informed that he needs to cap the sewer on the PVC pipe at the property line. Early 2016, Lisowe indicated that it will take him some time to get the necessary equipment back to the site. The lateral was capped at the property line late October. Andy Karls inspected the work.

Unfinished Business:

1. Discuss the Agreement for the Allocation of Costs and Transportation of Wastewater Between Sanitary District No. 1 of the Town of Taycheedah and the Town of Taycheedah Sanitary District No. 3. The Presidents of Taycheedah Sanitary District #3, Johnsburg Sanitary District and Calumet Sanitary District met on December 17th and January 21st to discuss the Agreement. They attempted another meeting on January 28th.
The group preferred an addendum to the current Agreement in lieu of a new Agreement.
2. Consideration and possible acceptance of a proposal for preventative maintenance and emergency response services. See Item 1e under Sewer System Maintenance.

New Business:

1. Consideration and possible approval of the 2016 tax levy, payable 2017. Motion by Mike Sabel, second by Bill Gius, to levy \$247,477.19 (\$1.425 per \$1,000) against all real and personal property in the District. Motion carried (3-0).

Schedule the next meeting. The next meeting is scheduled for December 21st, at 6:00 p.m., at Tommy J's Bar, Johnsburg.

Public Comment. None presented.

Adjournment. Motion by John Rickert, second by Bill Gius, to adjourn the meeting at 5:27 p.m. Motion carried (3-0).

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

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
DECEMBER 21, 2016
6:00 P.M.
TOMMY J's BAR, JOHNSBURG

Members present: President Bill Gius and Commissioners John Rickert and Mike Sabel. Also present: Recording Secretary Brenda Schneider.

Call to order. President Gius called the meeting to order at 6:04 p.m.

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

Approval of minutes. Motion by John Rickert, second by Mike Sabel, to approve the minutes of the November 16th, 2016, meeting, as distributed. Motion carried (3-0).

Approval of bills. Motion by Bill Gius, second by John Rickert, to approve the bills (order #104-114), totaling \$4,122.73, and to authorize the following:

- Transfer \$4,250.00 from Operations/User Charge Account to the regular checking account, and
- Transfer \$1,290.55 from the Operations/User Charge Account to the Reserve for Replacement Account.

Motion carried (3-0).

Sewer System Maintenance.

1. Consideration and possible action regarding general maintenance and operational issues.

- a. Run time/flow reports. November's pump run time reports for all lift stations were distributed and reviewed.
- b. Grinder pump and lift station pump issues. Two new pumps for the Church Road lift station have been on-hand for quite some time. It is anticipated that Sabel Mechanical will swap the pumps. The two used pumps will need to be brought back to the Town Hall storage area.

Based upon the Missions daily runtime reports, Pump 2 at the Cty QQ lift station went down on or before November 16th. Mike Sabel will investigate the issue.

- c. Status of the televising and cleaning project. The cleaning and televising work has been completed. The segments done this year were as follows: Cty. QQ from manhole #91A north to the end; Evergreen Court from Cty QQ around the circle; Church Road from manhole #273 south to the end; and Silica Road from CTH QQ to Hwy. 151. The total distance was approximately 2.52 miles.

A written report was received from Green Bay Pipe & TV, LLC. The report lacks a legend or any explanation for the notations contained within the report. There are a few notations regarding deformed pipe at various locations. Mike Sabel viewed the video. There is a crack in the factory fitting approximately 48.5' from manhole #74 toward manhole #75 and a squashed pipe at the factory wye at another location. Both issues are on Silica Road. Mike noted no evidence of leakage.

- d. Manhole inspection project. Mike Sabel completed inspections of the manholes in the designated area. He noticed couple of the manholes are slightly shifted; however, the chimney seals remained in place.
- e. Maintenance Staffing. A Request for Proposal was submitted to Sabel Mechanical in August. His proposal was not received by the September 7th deadline. Sabel Mechanical was mailed another copy with a submittal deadline of December 15th.

Sabel failed to return the executed documents as directed in the Request for Proposal. However, he did submit, on December 14th, spreadsheets delineating the rotation, estimated costs and duration of time to complete specific preventative maintenance activities. It was noted that the spreadsheets contain activities not related to this District.

The consensus of the Commission is to continue to handle emergency response themselves and to call in mechanical assistance when needed. Preventative maintenance will be handled by John Rickert and Mike Sabel.

- f. Other maintenance and operational issues.

2. Clearwater Inspections.

- a. Church Road. Due to elevated flows, particularly during wet weather, Church Road has been televised twice over the past few years. All homes were inspected once. Flows continued to be erratic. The Inspection Team re-inspected all but two of the homes. They will continue to attempt re-inspection of the last two homes when the weather is more conducive.
- b. Re-inspection of structures under remediation orders. There are two structures with prior-year remediation orders that have yet to be re-inspected for compliance. The Team will attempt follow-up inspections when the weather is more conducive.
- c. 2016 inspections. The Inspection Team reached their 2016 goal. This year nine violations were under remediation orders. The Team will attempt follow-up inspections when the weather is more conducive.

Unfinished Business:

1. Consideration and possible acceptance of a proposal for preventative maintenance and emergency response services. See Item 1e under Sewer System Maintenance.

New Business:

1. No new business.

Schedule the next meeting. The next meeting is scheduled for Wednesday, January 18th, at 5:00 p.m., at the Taycheedah Town Hall.

Public Comment. None presented.

Adjournment. Motion by Mike Sabel, second by John Rickert, to adjourn the meeting at 6:56 p.m. Motion carried (3-0).

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

