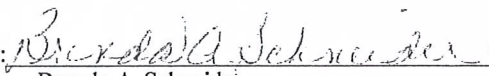


The St. Peter Sanitary District Commission met on Wednesday, January 22nd, 2003, at 5:30 p.m. at the Taycheedah Town Hall. Members present were Chairman Jim Hovland, Commissioners Mike Freund and Adolph Schneider, and Recording Secretary Brenda Schneider. Also present were Glen Vierkant and Dennis Steigeneberger of Foth & Van Dyke.

1. Call to order. The Chairman called the meeting to order.
2. Approval of minutes from the 12/18 meeting. Jim Hovland motioned to approve the minutes as presented, seconded by Adolph Schneider. Motion carried (2-0). Mike Freund arrived after this motion.
3. Discussion of hiring or contracting with an individual or firm to perform lateral connection inspections. The District needs to have an inspector to inspect lateral connections. A permit is typically required, with a fee. The fee is typically intended to cover some or all of the costs associated with the inspection. Don Moore, Plumbing Inspector for the Town of Taycheedah, has voiced interest in the position. The permit and inspection would be required for all new construction and existing structures. John Rickert and Andrew Karls may also be qualified and interested. Excel Engineering also does inspections for some districts. Don Moore will be asked to attend the next meeting and Brenda is to ask Excel for a quote. Dennis also suggested requiring the contractors to supply a bond in case of road damage or damage to the sewer pipe within the right-of-way.
4. Consideration and possible deferral of the special assessment against the lot previously owned by Ledgeview Development Corp. The Commission was not convinced the lot is now unbuildable. Jim Hovland motioned to deny the request based upon the information provided, seconded by Mike Freund. Motion carried (3-0).
5. Review and discuss newsletter items. The Commission brainstormed items for a newsletter. Foth will compile the responses.
6. Ratify septic system rebates and approval of bills. Jim Hovland motioned to ratify the rebates as presented, seconded by Mike Freund. Motion carried (3-0). District bills were reviewed. The Commission is concerned about the number of private citizens contacting the attorney. Citizens should have permission from the Commission Chairman before contacting the attorney. Brenda is to send Kathryn a letter about the situation. Mike Freund motioned to approve the bills as corrected and explained (order nos. 1-5), seconded by Jim Hovland. Motion carried (3-0). Mike Freund moved to authorize the transfer of \$34,000 from the Money Market Account to the regular checking account, seconded by Adolph Schneider. Motion carried (3-0). Brenda provided a summary of 2001/2002 revenue and expenses.
7. Closed Session pursuant to Wis. Stats. 19.85(e) to deliberate or negotiate the purchasing of public property, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Subject: easements. Mike Freund moved enter into closed session to deliberate or negotiate the purchasing of public property, the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Subject: easements, seconded by Adolph Schneider.
Roll call vote:
Adolph Schneider yes
Mike Freund yes
Jim Hovland yes Motion carried (3-0).
Minutes of the Closed Session have been separated from the open session.
8. Mike Freund motioned to adjourn at the conclusion of closed session, seconded by Adolph Schneider. Motion carried (3-0).

Attest: 
Brenda A. Schneider
District Recording Secretary

The Executive Committee of the Outlying Sewer Group, called a meeting on Monday, February 3rd, 2003, at 4:30 p.m., at the Town of Fond du Lac Town Hall. Taycheedah Town Board members present were Tim Simon and Jerry Guelig. Members of St. Peter Sanitary District present were Jim Hovland and Adolph Schneider. Members of the Johnsburg Sanitary District present were Franz Schmitz, Ken Schneider and Dennis Lefebber. Also present were representatives from Calumet Sanitary District #1, Taycheedah Sanitary District #1, Fond du Lac Sanitary District #2, the Empire Town Board and Empire Sanitary District #3. Also present were Attorney Kathryn Bullon and Ron Cunzenheim.

All of the entities in attendance are connected or will be connected to the sanitary sewer system that uses a lift station on Luco Road.

Attorney Bullon called the meeting to order.

Project Report by Bullon and Cunzenheim:

- The Luco Road lift station is operating at capacity and in dire need of replacement.
- The City will engineer and design the lift station.
- St. Peter and Johnsburg will be added in the next 12-16 months.
- All users will share proportionately in the cost of replacement.
- The lift station will become a regional facility and will no longer be owned by the City.
- The force main is too small for the current flow.
- It was not built well structurally and is not salvageable.
- If it is not rebuilt and capacity increases, the DNR will be forced to limit future connections.

Gary Sharpe, Calumet Sanitary District, questioned 7.1.3, page 26, of the contract, which states the entity driving the need pays for the costs. Mr. Sharpe, and several other members present, questioned why all entities using the lift station must cost share. Attorney Bullon responded that the City is probably the first cause. The City is using far more capacity than what was originally designed for them. The prison was transferred through a different interceptor sewer. The high school was added to the system. The high school has also increased development to the east of the City. Also, a number of the Districts have clear water infiltration problems. The City is initiating the project, as required by the contract. All entities tributary to the lift station must cost share. The cost share is based upon population.

Ron Cunzenheim estimates the replacement costs at \$750,000. Attorney Bullon has no knowledge of any grants or assistance for the project. Johnsburg may qualify for some type of assistance on an individual basis. The interest rates are currently 4 to 5%. The City will do the initial financing. The City can loan to the entities and bill quarterly.

The OSG Technical Standards Committee will have input in the location, design and construction of the lift station. Mr. Cunzenheim stated that the lift station must be re-built in order to handle St. Peter Sanitary District, Johnsburg Sanitary District, the high school and grade school, the City and Empire. The DNR will have approval authority.

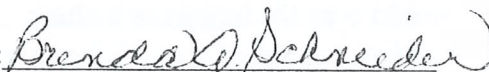
The members discussed the unauthorized connection made by the City in 2000.

Attorney Bullon drafted a resolution agreeing to the concept that the lift station needs to be redesigned and rebuilt and recognize a cost share in the lift station replacement.

- Calumet Sanitary District #1-tabled the resolution.
- Johnsburg Sanitary District-Motion Schmitz, second Lefebber to accept the resolution.
- Taycheedah Town Board-Motion Guelig, second T. Simon to accept the resolution.
- Taycheedah Sanitary District #1-Motion and second to accept.
- Taycheedah Sanitary District #3 (St. Peter)-Motion Hovland, second Schneider to accept the resolution.
- Fond du Lac Sanitary District #2-Motion and second to accept the resolution.
- Empire Sanitary District #3-Motion and second to accept the resolution.
- Empire Town Board-tabled the resolution.

The meeting was adjourned at approximately 5:30 p.m.

Attest:



Brenda A. Schneider, Town Clerk
Johnsburg SD Recording Secretary
St. Peter SD Recording Secretary

**MINUTES OF THE JOINT MEETING OF THE
OUTLYING SEWER GROUP EXECUTIVE COMMITTEE,
CALUMET SANITARY DISTRICT #1,
JOHNSBURG SANITARY DISTRICT, TAYCHEEDAH TOWN BOARD,
TAYCHEEDAH SANITARY DISTRICTS #1 AND #3,
FOND DU LAC SANITARY DISTRICT #2, EMPIRE TOWN BOARD,
AND EMPIRE SANITARY DISTRICT #3**

**Held on February 3, 2003 at the Town of Fond du Lac Town Hall,
Pioneer Road, Fond du Lac, Wisconsin**

I. ROLL CALL

The meeting was called to order by Attorney Kathryn Bullon. Present were Allen Sattler, Chuck McCourt and Harold Manske from the OSG Executive Committee; Gary Sharpe and Alice Lemke from Calumet SD#1; Franz Schmitz, Ken Schneider and Dennis Lefebber from Johnsburg SD; Jerry Guelig, Tim Simon and Brenda Schneider from the Town of Taycheedah; Dan Deuster, George Cassady and Gene Karls from Taycheedah SD#1; Jim Hovland and Adolph Schneider from Taycheedah SD#3; Brian Balson, Tom Beltz and Stacy Behnke from Fond du Lac SD#2; Mary Toriello, John Meyst, Jim Pierquet and Mike Morgan from the Town of Empir; and Gary Gilbertson, Bob Ellingen and Kirk Wittkopp from Empire SD#3; Engineer Ron Cunzenheim and Attorney Bullon. Open meeting notice to the Reporter was confirmed.

II. REPORT ON LUCO ROAD LIFT STATION

Cunzenheim presented a summary of his written report regarding the Luco Road lift station. The lift station is currently owned by Fond du Lac SD#2, and it used by TSD#2, Taycheedah SD#1, Calumet SD#1 and the City of Fond du Lac. Then Johnsburg SD and Taycheedah SD#3 complete their sewer extension projects, their flows will also go through the lift station, as will portion of Town of Empire development and Empire SD#3 flows once the Northeast Interceptor is built. The lift station is aging, and was never designed to take the magnitude of flows slated to be processed through it.

Cunzenheim and Bullon reported that the City is willing to undertake responsibility for design and construction of a new, larger lift station that would be treated as a Regional Facility. Cunzenheim has roughly estimated the cost at \$750,000, which would be shared among the using parties in proportion to their capacity shares in the lift station. The City would bear the largest cost share. Before proceeding with the design and construction, the City has asked that OSG members who will be tributary to the station confirm their approval of the project and acknowledge their responsibility for a portion of the cost of the new station. Bullon previously distributed draft, proposed Resolutions for the consideration of the various Sanitary District and Town Boards in the form attached hereto.

III. GENERAL DISCUSSION

General discussion followed regarding the need for the new lift station facility, the advantages of having the new lift station designated as a Regional Facility, various cost shares allocated to the parties, and the timing of possible construction.

IV. CALUMET SANITARY DISTRICT

The Calumet Sanitary District lacked a quorum of the Commission. Attorney Sharpe had some questions about cost shares in the project. The matter was tabled for future action by the Commission.

V. JOHNSBURG SANITARY DISTRICT

The Commission reviewed the proposed Resolution and briefly discussed the need for the project. After discussion, motion Schmitz, second Lefebvre and unanimous approval of the Resolution.

VI. TOWN OF TAYCHEEDAH

The Town Board noted that it will retain a small amount of capacity in the name of the Town after the Johnsburg and Taycheedah SD#3 Districts purchase capacity from the Town. Motion Guelig, second Simon to approve the Resolution.

VII. TAYCHEEDAH SD#1

The Commission reviewed the proposed Resolution and briefly discussed the need for the project. After discussion, motion Deuster, second Cassady to approve the Resolution.

VIII. TAYCHEEDAH SD#3

The Commission noted that its flows would be tributary to the Luco Road lift station once it connects to the system. After discussion, motion Hovland, second Schneider to approve the Resolution.

IX. FOND DU LAC SD#2

The Commission noted that it has been maintaining the lift station for several years in anticipation of it being rebuilt. The additional flows coming into the station make its rebuilding more urgent. Motion Balson, second Beltz to approve the Resolution.

X. EMPIRE SD#3

The Commission noted that when the Northeast Interceptor reaches the intersection of 4th Street Road and CTH "K", the District's flows will be diverted to the new Interceptor and thus through the Luco Road lift station. The need for a new, larger station is apparent. Motion Gilbertson, second Ellingen and unanimous vote to approve the Resolution.

XI. TOWN OF EMPIRE

The Town Board discussed the fact that it is in the process of reassessing its capacity needs. In light of this, the Board decided to table the Luco Road matter at this time.

XII. ADJOURNMENT

There being no further business to come before the bodies, the joint meeting was adjourned upon motion Manske, second Gilbertson and unanimous vote.

Kathryn M. Bullon, Acting Secretary

Prepared by:
Ronald Cunzenheim, PE
Excel Engineering, Inc.
January 13, 2003
Gathered from information
provided by Mr. Larry Kent

Report on Existing Town of Fond du Lac SD#2 Lift Station

History:

The pump station was constructed in 1978. At that time the system design called for two 6" pumps having a capacity of 535 GPM each. The system discharges through a 10" diameter force main having a velocity of 2.19 fps at the design point. The pumps have gone through various upgrades over the years. Upgrades range from larger motors, higher rpm's, different impellers and the addition of a third pump.

Existing Conditions:

The last date pumps were calibrated was on June 28, 2002. Calibration was completed by Larry Kent. Three pumps are present in the station.

PUMP NUMBER	FLOW RATE (gpm)	FM VELOCITY (fps)
Pump #1	834.4	3.41
Pump #2	791.9	3.24
Pump #3	1,212.3	4.95
Pumps #1 & #2	1,231.3	5.03
Pumps #2 & #3	1,448.8	5.92
Pumps #1 & #3	1,470.7	6.01
Pumps #1, #2 & #3	1,470.7	6.25

The accepted capacity of the lift station is approximately 800 gpm. The apparent maximum capacity of the lift station is 1,470 gpm.

Existing Flows:

Records for 2001 indicate that the lift station experienced average daily flows of 335,372 gpd. The peaked condition for this average flow is 1,120,142 gpd or 7,78 gpm. This is marginally below the theoretical value of 396,400 gpd but well within a reasonable degree of accuracy. The peak theoretical flow is 1,323,976 gpd or 919 gpm. This exceeds the existing capacity of the station.

While no measurements exist to verify the fact that the station has, from time to time, caused the Winnebago Drive interceptor to back up, some basement flooding in Town of Fond du Lac SD#2 has been reported.

It is apparent that the existing dry weather flows are nearing pump station capacity and in the case of wet weather flow the capacity of the station has, on a number of occasions, been exceeded.

Projected Flows:

The existing & projected flows calculated as part of the new City – OSG contract are as follows:

YEAR	POPULATION	PEAKING FACTOR	FLOW (mgd)	FLOW (gpm)
2000	3,964	3.34	1.324	919
2020	9,356	2.98	2.788	1,936
2050	10,230	2.94	3.008	2,089

There have been some changes to these projected figures since adoption of the contract. They are:

Removal of flow from the prison. (795 immediate, 1,400 by 2020)
 Addition of flow from the new high school. (Calculated at 400 population)
 Addition of some 12,005 population by the City of Fond du Lac.

The City places the total 50 year population tributary the new regional interceptor at 17,124.

The connection of Taycheedah SD#3 and Johnsburg have also solidified since the adoption of the contract.

Projected flows for these two entities are:

	PRESENT CONDITION	2020	2050
Sanitary Dist #3	412	728	1,092
Johnsburg	350	360	398

The flow contribution from both districts should be considered as being imminent. The start up flows from both SD#3 and Johnsburg were included in the 20 year forecast

Adjust flow tables to get a more current flow projection for 2003.

YEAR	POPULATION	PEAKING FACTOR	FLOW (mgd)	FLOW (gpm)
2000	3,964	3.34	1.324	919
2003	5,051*	3.24	1.637	1,137
2020	9,356	2.98	2.788	1,936
2050	10,230	2.94	3.008	2,089

* Includes a reduction of 795 for prison population, additions of 400 for school population, 412 for SD #3, 350 for Johnsbury and 720 for City growth. The 720 population growth for the City is merely a prorating of the approximately 12,000 population growth expected for 50 years. A population of 720 is equivalent to about 277 homes.

It should also be pointed out that the Town of Taycheedah SD#1 has been approached regarding the development of several large subdivisions. The district views the addition of homes as a positive and plans to pursue the development.

Placing these flows into the present system will cause an immediate overload on the lift station. The required flow of 1,137 gallons per minute is 42% above the estimated capacity of the station.

In any event the lift station will require the following 50 year capacity. This capacity is taken from the March 22, 2002 report from Rich Blauvelt of HNTB to Rick Goding, City of Fond du Lac.

YEAR	POPULATION	PEAKING FACTOR	FLOW (mgd)	FLOW (gpm)
2050	26,496	2.53	6.705	4,656

Conclusion:

NR 110.14 Sewage Lift Station Design Criteria (1)(b)3 states, "Where possible, the pumping rate shall be designed to approximate the influent flow rate to the lift station. It is also a requirement that pumps flows be calculated in the same manner as the mains. That being the case each pumping unit should be capable of passing the peaked flow.

In our case the 2003 peaked flow is 1,137 gpm. Each pump, and a minimum of two, should have that capacity. Our existing station has a capacity of 800 gpm. The need to expand the lift station is now.

While it is true that in theory the pump station can pass 1,470 gpm all pumps are required to do so. This does not meet the intent of DNR codes and leaves no excess capacity for periods of wet weather flow.

It is my recommendation that all parties agree to the financial commitment to replace this lift station prior to the flows from SD#3 of Taycheedah and Johnsbury as well as the flows from the new City growth area come on line. To assist contributing entities with their decision I offer the following estimated shares each will have in the cost of construction of the lift station.

ENTITY	POPULATION	PERCENTAGE
Calumet	1,691	6.382%
Johnsbury	398	1.502%
Taycheedah SD#3	2,730	10.303%
Taycheedah SD#1	2,212	8.348%
Fond du Lac SD#2	1,250	4.718
City of Fond du Lac	13,126	49.540%
Empire SD#3	478	1.804%
Town of Empire	3,965	14.965%
Town of Taycheedah	646	2.438%
Total	26,496	100%

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

The St. Peter Sanitary District Commission met for a pre-construction conference and general business meeting on Thursday, March 13th, 2003, at 2:00 p.m., at the Taycheedah Town Hall. Members present were Chairman Jim Hovland, Commissioners Mike Freund and Adolph Schneider, and Recording Secretary Brenda Schneider. Also present were Doug Fredrickson and Dennis Steigenberger of Foth & Van Dyke. Also present were numerous contractors, subcontractors and representatives from the utility companies. A sign-up sheet was circulated.

1. Call to order. The Chairman called the meeting to order.
2. The Commission will meet with the engineers, contractors, subcontractors and utility company representatives to discuss the construction project. Dennis Steigenberger, Project Manager for Foth & Van Dyke moderated the pre-construction conference portion of the meeting.

The Foth & Van Dyke field office phone number will be 1-866-380-5098.

Kruczek will begin construction at the Deadwood Point connection. The first house will be connectable after 3-4 weeks.

Town & Country will have four independent crews starting at lift station locations.

The contractors will need to apply for the Town's Temporary Blasting Permit.

A few easements are yet to be obtained. The contractors will have to avoid those properties for the time being.

The contractors were also informed of the Fond du Lac County's Erosion Control permit requirements when depositing more than 400 yards of fill on any one property. The contractors will need to inform the landowners of their responsibility to obtain the necessary permit from the County.

The blasting company will inform property owners that blasting will be extend 10 feet beyond the right-of-way. The blaster will blast to the houses if the owner requests it.

Project meetings will be conducted monthly with the Commission.

SBC has a fiber optic cable on the south side of Deadwood; the remaining lines are copper.

Alliant is concerned about the proximity of the sewer pipe to the gas lines.

The Town has plans to reduce the hill on Silica Road just west of Lakeview Road by seven feet. The Town will need to work with SBC, Alliant and Kruczek in order to coordinate this project.

The replacement of property markers accidentally removed during construction will be an incidental cost to the contractors.

Town & Country questioned the possibility of closing Hwy. 149 during construction along the highway. The DOT permit will need to be reviewed to determine if it allows for the closure. Dennis Steigenberger will follow-up on the issue.

3. Discuss and respond to a proposal received from East Central Regional Planning & Taycheedah Sanitary District No. 1 regarding an amendment to the Fond du Lac Sewer Service Area. TSD No. 1 is anticipating unplanned growth. The proposal requests the swap of 144 acres out of the St. Peter Sanitary District's sewer service area and into No. 1's, in order to handle the growth. Attorney Kathryn Bullon was recently informed of the proposal and will contact Eric Fowle of East Central. Mike Freund, after lengthy discussion, moved to deny the transfer of acreage to TSD No. 1, due to the fact that 40 acres of the proposed transfer is already a platted subdivision, and based upon the fact that the District boundary follows the Town of Taycheedah's 20 year residential growth projections, seconded by Adolph Schneider. Motion carried (3-0).

Leo Schneider has questioned Brenda about including a couple of lateral stubs along his property on Deadwood Point Road. The Commission believes he needs to approach No. 1 about his request.

4. Closed Session pursuant to Wis. Stats. 19.85(c) to deliberate or negotiate the purchasing of public property, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Subject: easements. Jim Hovland moved to enter into closed session to deliberate or negotiate the purchasing of public property, the investing of public funds or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Subject: easements, seconded by Mike Freund. Roll call vote:

Mike Freund yes

Adolph Schneider yes

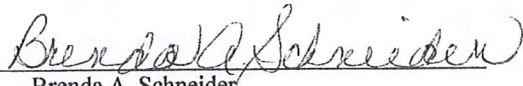
Jim Hovland yes

Motion carried (3-0).

Minutes of the Closed Session have been separated from the open session.

5. Mike Freund motioned to adjourn at the conclusion of closed session, seconded by Adolph Schneider. Motion carried (3-0).

Attest:


Brenda A. Schneider

District Recording Secretary

**Record of Preconstruction Conference Discussion Notes
Taycheedah Sanitary District No. 3
Wastewater Collection System - Contract "A-02"/"B-02"**

Date: March 13, 2003, 2:00 p.m.

Location: Taycheedah Town Hall, W4295 Kiekhaefer Parkway

A. Official Representatives

- | | |
|--|---|
| 1. Owner | Representative |
| Taycheedah Sanitary District No. 3
Town Hall
W4295 Kiekhaefer Parkway
Fond du Lac, WI 54937
(920) 921-5224 (Office)
(920) 921-5224 (Fax) | James Hovland, Chairman
Adolph Schneider, Treasurer
Michael Freund, Secretary
Brenda Schneider, Clerk |
| 2. Engineer | Representative |
| Foth & Van Dyke and Associates, Inc.
2737 S. Ridge Road
P.O. Box 19012
Green Bay, Wisconsin 54307-9012
(920) 497-2500 (Office)
(920) 497-8516 (Fax) | Dennis Steigenberger, P.E., Project Manager
Eric Rakers, P.E., Design Engineer
Doug Fredrickson, Field Engineer
(920) 366-6502 (Mobile)
(866) 380-5098 (Field Office) |
| 3. Contractor | Representative |
| Contract "A-02"
Kruczek Construction, Inc.
3636 Kewaunee Road
Green Bay, WI 54311
(920) 863-6841 (Office)
(920) 863-2771 (Fax) | John Kruczek, President
Sean McNamara, Superintendent
(920) 371-3823 (Mobile) |

Contract "B-02"

Town & Country Underground Utility
Construction Inc.

Rick Schneider, Vice-President

W2899 Dunn Road

Mayville, WI 53050

(920) 387-2394 (Office)

(920) 387-4299 (Fax)

B. Purpose of Preconstruction Conference (Section 00700, Article 2.06)

1. Establish a working understanding among the parties as to the Work.
2. Discuss the following preliminary schedules prepared by the Contractor:
 - a. Progress schedule.
 - b. Shop Drawing schedule.
3. Processing Applications for Payment.
4. Maintaining required records.
5. Other project requirements.

C. General Contract Conditions

1. Intent of the Contract Documents (Section 00700, Article 3.01)

"Any labor, documentation, services, materials, or equipment that may reasonably be inferred from the Contract Documents or from prevailing custom or trade usage as being required to produce a functionally complete Project will be provided."

2. Availability of Lands and Use of the Site (Section 00700, Article 4.01 and Article 6.11)

- a. Contractor shall confine work operations within the furnished Site including road right-of-way and easements.
- b. Contractor shall provide for all additional lands and access thereto that may be required.
- c. All easements are to be acquired by the Sanitary District prior to any construction taking place. *At this time, not all easements are acquired.*

3. Underground Facilities (Section 00700, Article 4.04)

The Contractor shall:

- a. Review and check all information and data relating to underground facilities,
- b. Locate all underground facilities shown or indicated in the Contract Documents,
- c. Coordinate the Work with the owners of underground facilities, including the Project Owner, during construction.
- d. Protect underground facilities and repair any damage resulting from the Work,

- e. Contact Diggers Hotline (1-800-242-8511) a minimum of three working days prior to construction in each construction area.
4. **Reference Points (Section 00700, Article 4.05 and Section 01720)**
- a. Engineer will provide original staking for alignment and grades as stated in Section 01720 - Field Engineering. Staking for mainline sewer to be completed using an offset line to be determined in the field.
 - b. **Contractor shall provide Engineer two (2) working days advance notice prior to when staking will be required.**
 - c. Contractor shall lay out the Work, protect and preserve the established reference points and property monuments.
 - d. Contractor shall pay any cost associated with the resetting of reference points not protected or preserved during construction.
5. **Insurance (Section 00700, Article 5.04)**
Required insurance coverage shall remain in effect until final payment and through the Correction Period.
6. **Contractor's Responsibilities (Section 00700, Article 6)**
- a. Solely responsible for the means, methods, techniques, sequences, and procedures of construction (Paragraph 6.01.A).
 - b. Provide a competent resident superintendent at all times during the progress of the Work and do not replace without written notice to the Owner and Engineer (Paragraph 6.01.B). Resident Superintendent:
Contract "A-02" - **Sean McNamara**
Contract "B-02" - **Dan Griswold**
 - c. Provide competent, qualified personnel to survey, lay out, and construct the Work. Maintain good discipline and order at the Site (Paragraph 6.02).
 - d. All materials and equipment incorporated into the Work shall be of good quality and new (Paragraph 6.03).
 - e. Adhere to the established progress schedule (Paragraph 6.04).
 - ♦ Starting Locations
Contract "A-02"
 - 1) Deadwood Point Road
 - 2) Abler Road at Silica Road or at USH "151"
 - 3) Lakeview at Silica RoadContract "B-02"
 - 1) STH "149" at the Lift Station
 - 2) STH "149" at the Meter Manhole
 - 3) Church Road at the Grinder Pump
 - 4) Schuster Lane
 - f. Schedule and coordinate the Work of Subcontractors, Suppliers, and other individuals or entities performing or furnishing any of the Work. Obtain approval of the Owner of changes in identified Subcontractors, Suppliers, individuals or entities. (Paragraph 6.06). Contractor is fully responsible for all subcontractors. Subcontractors listed in bid documents:

Contract "A-02"

- ♦ Northeast Asphalt - Paving
- ♦ Sommers Construction - Concrete Work
- ♦ Peshtigo Asphalt - Paving
- ♦ Dionne Construction - Lateral Borings
- ♦ Stahl Electric - Electrical
- ♦ Willems Landscaping - Landscaping
- ♦ Barbarossa Blasting - Rock Excavation
- ♦ Ronet Construction - Sewer and Lift Station
- ♦ Feaker & Sons - Sewer and Lift Station

Contract "B-02"

- ♦ Northeast Asphalt - Paving
 - ♦ Barbarossa Blasting - Rock Excavation
 - ♦ Cloverleaf Landscaping - Landscaping
 - ♦ Don E. Parker Excavating - Pipe Work
 - ♦ Unknown - Electrical
- g. Obtain and pay for all construction permits and licenses (Paragraph 6.08).
 - h. Keep the Site and other areas free from accumulations of waste materials, rubbish, and other debris (Paragraph 6.11).
 - i. Maintain record copies of Drawings, Specifications, Addenda, Change Orders, Work Change Directives, interpretations and clarifications showing changes made during construction.
 - j. Initiate, maintain and supervise all safety precautions and programs in connection with the Work. Designate a qualified and experienced safety representative at the Site (Paragraphs 6.13 and 6.14). Superintendents will be responsible for both contracts.
 - k. Submit Shop Drawings to Engineer for review and approval in accordance with the schedule of Shop Drawings submittals (Paragraph 6.17)
 - l. Warrants and guarantees that all Work will be in accordance with the Contract Documents and will not be defective. (Paragraph 6.19)

7. Owner's Responsibilities (Section 00700, Article 8)

- a. Issue all communications to Contractor through the Engineer (Paragraph 8.01).
- b. Make payments to Contractor promptly when they are due (Paragraph 8.04).
- c. Execute Change Orders as recommended by Engineer (Paragraph 8.07).
- d. Provide a Resident Project Representative to assist the Engineer in providing observation of the Work.

Resident Project Representative: **John Rebholz - Contract "A-02"**

Randy Carlson - Contract "B-02"

8. Engineer's Status During Construction (Section 00700, Article 9)

- a. Owner's representative during the construction period (Paragraph 9.01).
- b. Make visits to the Site at intervals appropriate to the various stages of construction. (Paragraph 9.02).
- c. Issue written clarifications or interpretations of the requirements of the Contract Documents.

- d. Disapprove or reject Work which is believed to be defective, will not produce a completed Project conforming to the Contract Documents or will prejudice the integrity of the design (Paragraph 9.06).
- e. Determine the actual quantities and classifications of Unit Price Work (Paragraph 9.08).
- f. Be the initial interpreter of the requirements of the Contract Documents and judge the acceptability of the Work without partiality to Owner or Contractor (Paragraph 9.09).

9. Changes in the Work (Section 00700, Article 10)

Owner and Contractor shall execute appropriate Change Orders recommended by Engineer covering:

- a. Changes in the Work which are: (i) ordered by Owner, (ii) required because of acceptance of defective Work or Owner's correction of defective Work, or (iii) agreed to by the parties;
- b. Agreed to changes in the Contract Price or Contract Times; and
- c. Changes in the Contract Price or Contract Times based on a written decision of claims rendered by Engineer.

10. Correction Period (Section 00700, Article 13.07)

If any Work is found to be defective within one year after the date of Substantial Completion or an applicable longer period of time, Contractor shall promptly correct such defective Work.

11. Payments to the Contractor (Section 00700, Article 14 and Section 01290)

- a. The established schedule of values will serve as the basis for progress payments. For Unit Price Work progress payments will be based on the number of units completed (Paragraph 14.01).
- b. At least 10 days before the date established for each progress payment (but not more often than once a month), Engineer shall submit to Contractor for review an Application for Payment filled out and signed by Contractor covering the Work completed as of the date of the Application and accompanied by such supporting documentation as is required by the Contract Documents (Paragraph 14.02).
 - (1) The date for each progress payment (Section 01290 Payment Procedures) is on or about the fourth Wednesday of each month.
 - (2) Contractor to review a preliminary determination for payment with Engineer before submittal of signed progress payment (Section 01290 Payment Procedures).
 - (3) Requests for payment of stored materials and equipment shall include evidence they are suitably stored and location, bill of sale, invoice or other document warranting they are free and clear of all liens (Section 01290 Payment Procedures).
 - (4) Contractor to provide evidence of property insurance coverage (Section 01290 Payment Procedures).

- c. Beginning with the second Application for Payment, each Application shall include an affidavit of Contractor stating that all previous progress payments received have been applied to discharge obligations associated with prior Applications for Payment (Paragraph 14.02).
 - (1) Submit waivers of liens from subcontractors and suppliers for the construction period covered by the previous application. (Section 01290 Payment Procedures)
 - d. Retainage will be withheld in the amount of 10% of the contract amount until 50% of the contract amount is reached and at that point 5% of the total contract price will be retained. Additional retainage can be withheld if work is not progressing satisfactorily (Paragraph 14.02).
 - e. Measurements for final payment to be completed with the Contractor.
- 12. Notice to Proceed (Section 00550)**
- a. Notice to Proceed will be issued:
Contract "A-02"- April 7, 2003
Contract "B-02" - April 7, 2003
- 13. Substantial Completion and Final Payment (Section 00520, Paragraph 4.02)**
- a. The Work will be substantially completed within 240 days after the date when the Contract Times commence to run as provided in paragraph 2.03 of the General Conditions, and completed and ready for final payment in accordance with paragraph 14.07 of the General Conditions within 270 days after the date when the Contract Times commence to run.
 - b. The Owner is interested in accepting portions of the sewer that could be used prior to Substantial Completion.
- 14. Wage Rates (Section 00800)**
- a. Wage rates for construction as established by the State of Wisconsin Department of Workforce Development, pursuant to Section 66.293 Wisconsin Statutes will prevail on the contract for this project. (Post wage rates for employees.)
- 15. Liquidated Damages (Section 00520, Paragraph 4.03)**
- If the Contractor does not complete the project as agreed upon, the Owner reserves the right to retain a "liquidated damage" sum for each day the work remains uncompleted after the time of substantial completion has elapsed and also the time for completion and readiness for final payment has elapsed. The agreed amount for liquidated damages shall be:
- a. \$735.00 per day for Substantial Completion
 - b. \$735.00 per day for Final Completion

D. General Requirements

1. Summary of Work (Section 01100)

- ♦ Work By Others:
 - The Wisconsin Department of Transportation (WDOT) will be reconstructing STH "149" in 2004. The Contractor for Contract "B-02" shall coordinate all

construction activities with utility companies relocating facilities along the STH "149" project corridor.

- ▶ The Contractor for Contract "B-02" shall coordinate the connection of the force main from Lift Station No. 2 on Schuster Lane extended to the manhole being constructed on CTH "QQ" and Hillside Drive under Contract "A-02".
- ▶ Cooperate fully with separate contractors and/or the Owner so work by others may be carried out smoothly, without interfering with or delaying work under this Contract.

♦ Miscellaneous Provisions:

- ▶ Landscape restoration shall be completed per the time frames as detailed.
- ▶ Clean excess fill material from the Project shall be supplied to the following property owners in quantities agreed to with the property owner.
 - James R. Emerich - Silica Road
 - David and Lisa Dobogai - W3858 Horizon Court
 - James and Joan Rosenthal - N8177 CTH QQ

The material shall be placed at locations designated by the property owner. The Contractor shall rough grade the fill material. The property owner is responsible for all topsoil stripping, final restoration and permits.

- ♦ All sewer services will be located by the property owner.

2. Allowances (Section 01210)

A. Testing and Inspecting Allowances - Contract "A-02"

1. Crushed aggregate base course.
2. Asphaltic concrete pavement.
3. Concrete sidewalk and driveway construction.
4. Trenching, backfilling and compacting.
5. Cast-in-place concrete.

Contractor to obtain an independent testing laboratory approved by owner for testing.

B. Utility Service Allowances - Contract "A-02"

1. Electric Service to Lift Stations
2. Telephone Service to Lift Stations

C. Testing and Inspecting Allowance - Contract "B-02"

1. Crushed aggregate base course.
2. Asphaltic concrete pavement.
3. Concrete sidewalk and driveway construction.
4. Trenching, backfilling and compacting.
5. Cast-in-place concrete.

Contractor to obtain an independent testing laboratory approved by owner for testing.

D. Utility Service Allowances - Contract "B-02"

1. Electric Service to Lift Stations
2. Telephone Service to Lift Stations

3. Project Meetings (Section 01310)

- a. Meetings will be scheduled by the Engineer during project construction as needed.
- b. The Contractor or a responsible representative who can bind the Contractor to a decision shall attend the meetings.

4. Materials To Be Used

- a. Sanitary Sewer:
 - 1) Pipe material:
 - ♦ Gravity: PVC SDR 35 PVC AWWA C-900
 - ♦ Force Main: 4" & 6" dia. PVC AWWA C-900, 2" & 1½ dia. HDPE SDR11
 - 2) PVC plastic pipe/force main gasket joint - 02089.
 - 3) PVC plastic service branches factory furnished, gasket joint - 02531.
 - 4) Laterals (sanitary) to be Schedule 40 (PVC - 02089 - Solvent Weld).
 - 5) Precast concrete manholes - 02531.
 - 6) Pipe shall enter barrel through a flexible, watertight gasket or connector manufactured in accordance to ASTM C443 or C923 - 02531:
 - a) Factory-made openings shall be A-Lok, or equal, casted into concrete.
 - 7) Manhole frame and chimney seal - Cretex Specialty Products - 02531.

5. Shop Drawings, Submittals

Submit three (3) copies to Doug Fredrickson at Foth & Van Dyke.

- a. Sanitary Sewer:
 - 1) Manufacturer's certificates of compliance - 02531.
 - 2) Manhole takeoffs.
 - 3) Submersible pump lift station - 02535.
 - 4) Flow monitoring station - 02550.
 - 5) Duplex grinder pump station - 02540.
 - 6) Factory assembled submersible simplex grinder pump station - 02545.
- b. Crushed Aggregate Base Course - 02720
- c. Asphaltic Concrete Pavement - 02740
- d. Concrete Pavement - 02775
- e. Pavement Striping - 02765
- f. Erosion Control - 01570
- g. Geotextile Fabrics - 02074
- h. Trench Backfill Materials - 02315

6. Items to be Submitted to Owner

- ♦ Manhole Hooks - One per 20 manholes.
- ♦ Expansion tool for Cretex Chimney Seals - One per 20 manholes.

7. **Regulatory Requirements (Section 01410)**

a. **Underground Utilities:**

Alliant Energy	Ted Schmitz	322-6687 1-800-862-6263 (G) 1-800-862-6261 (E)
Charter Communications	Glen Yost	
SBC Ameritech	Jim Driefuerst	(920-929-1012)

b. **Property Monuments:**

- 1) Protect iron pipe monuments from movement. Important to document existing monuments when in construction zone.
- 2) The cost of replacement of any monuments moved or destroyed during construction shall be the Contractor's responsibility.
- 3) Contractor/RPR to locate iron pipes and mark as best we can. Keep track of responsible party for replacement if required.
- 4) County surveyor to get ties to section corners and locations. May have to tie off in the field if there are no existing ties. Protect where possible.

8. **Engineer's Field Office**

- a. Office to be located at the Taycheedah Town Hall at W4295 Kiekhaefer Parkway, Fond du Lac, Wisconsin.
- b. **Field office phone number: (866) 380-5098, Fax Number: (920) 680-5098**

9. **Compaction (02315)**

- a. **Backfill Compaction:**
 - 1) Mechanically compact all trenches, etc. as required.

10. **Disposal of Surplus Excavated Material (02315)**

- a. Remove surplus excavated material from the site as soon as it is determined it will not be used for backfill material.
- b. Pavement shall be disposed of separately from soils material.
- c. Dispose of surplus material which includes:
 - 1) Loading and hauling.
 - 2) Dumping and leveling.
 - a) Method of disposal shall be in conformance with all governing authorities.
 - b) Shall be no limit on haul distance.
 - 3) Providing a dump site.
- d. Excavated surplus material shall not be deposited in state waters, floodplain or wetlands without written approval of the appropriate regulatory agency.
- e. All topsoil shall be stripped prior to any fill placement.

Note: Areas receiving fill material in excess of 400 yards of fill will require a permit from the County.

E. Other Items of Discussion

1. Review addendum.
2. Review permit requirements. The following provided to contractors:
 - ♦ WDNR - NOI
 - ♦ WDNR Sanitary Sewer Approval
 - ♦ WDNR Chapter 30
 - ♦ US Army Corps
 - ♦ WDOT - USH 151 and STH 149
 - ♦ Fond du Lac County Highway Department - "CTH QQ"
 - ♦ Fond du Lac County Erosion Control
 - ♦ Blasting permits will be required by the Town. Contractor to secure.
3. Preconstruction audio/video site survey.
4. Status of easements - reviewed with Town and Country and Owner.
5. Service connections to be installed at 1.00% where noted on the plans.
6. Lift Stations - Integral or separate valve vault. Indicated a separate valve vault will be utilized.
7. Review revisions to plans/specifications.
8. Other:
 - a. Barbarossa Blasting to send a letter to the residents in the blasting areas explaining the site surveys and the work to be completed. They may also contact residents who would like to get the future trench blasted up to the home. This would be separate from the contract. **Engineer to review the letter before it goes out.**
 - b. Town to revise the road grade on Silica Road west of Lakeview to improve sight distance. Need revised road grade for manhole rim elevations. Field engineer to work with the Town on the revised road grades.
 - c. Project bid work on STH "149" to be built under traffic. Necessary signage and flagmen will be required. Rick (Town & Country) brought up the possibility of closing the road and detouring the traffic. WDOT representative Jerry Bruckert said to contact Jeff Volz (262-548-5891) regarding this. Need to get started on this ASAP. **Detour route information and permit application sent to WDOT on 3/18/03.**
 - d. Kevin Van Pay from Concrete Industries had a concern with the A-Lok gaskets and proposed sewers entering manholes at very steep slopes. Asked if Kor-N-Seals would be acceptable. He thought this would be more effective than the A-Lok in preventing leaks in this situation. DDF to check on this.
 - e. Brian from Don E. Parker Excavating had a question on the manholes along STH "149" and how they are to be built due to the future adjustments for the WDOT work and on the chimney seals for these manholes. DDF to check on this.

NOTED AND CONCURRED WITH, but understood not to be a modification of any existing contracts or agreements.

Preconstruction Conference
Taycheedah Sanitary District No. 3
Contract "A-02"/"B-02"
March 13, 2003, 2:00 p.m.

Attendance List

Name	Representing	Telephone
DENNIS STEIGENBERGER	FOTH+VAN DYKE	920-497-2500
Doug Fredrickson	Foth + Van Dyke	920-496-6751
Jim Howard	Taycheedah Dist 3	
Brenda Schneider	St. Peter SD.	921-5224 off.
Edolpho Schneider	St. Peter Sanitary Dist	921-4772
Mike Freund	S.P.S.D.	920-929-8899
JIM DRETFURST	SBC	920-929-1012
Jim Preston	Road Super Viser	375-0123
Doug Dwyer	DAVIES WATER	731-3252
JEFF PEEER	Don PEEER EXC	213-7524
BEAN PEEER	Don PEEER EXC	841-4569
Jim Lindsley	Vanguard utility Partners	608-223-201
JOHN CURETIUS	ALLIANT ENERGY	920-322-6673
LARRY SEYFERT	ALLIANT ENERGY	920-948-2064
Jerry Bruckert	WIS. DOT. Dist #2	(920) 579-1539
THOMAS JANKE	FDL COUNTY	920-929-0886
David E Beasly	FDL County Highway	920-929-3492
Wally Kruczek	Kruczek Const	920-863-6841
Sean McManara	Kruczek Const.	920-863-6241
John Kruczek	" "	" " "

Attendance List

Name	Representing	Telephone
Steve Lind	Barbarossa	414 416 3302
Pete Turner	Barbarossa Fleet	262 695 1955 FX 695 1955
Kirk Schneider	Town & Country	920-387-2394 FAX 387 4299
Keri Vorkay	Concrete Industries	920 469-8770 Fax 920 469-8.
Lynn Mathias	Fond du Lac County LWCB	923-3033 EXT. 121
Ted Schmitz	ALLIANT ENERGY	920 322 6687
JEFF HAASE	TOWN & COUNTRY	(920) 948-2180
Daniel Giesold	Town & Country	920 948 2446
Chuck Ringle	Town & Country	(920) 948-8429
JOHN KRUCZEK	KRUCZEK CONST. INC	(920) 863-6841
James Tenor Sr.	Ronet Const. Corp.	(920) 434-2442
Randy Barlament	Feaker & Sons Const.	(920) 536-3399

Notice of Sanitary Sewer Construction and Lateral Location

March 19, 2003

To: Property Owners Affected By Sanitary Sewer Construction

From: Taycheedah Sanitary District No. 3

This is to notify the affected property owners in the Taycheedah Sanitary District No. 3 that construction of the sanitary sewer is scheduled to begin on or about April 1, 2003.

The connection of the lateral to the sewer main is the responsibility of the individual property owner. We suggest each property owner contact a plumbing contractor of their choice to determine the best placement of the sewer lateral for their property. With this notice, a wooden stake will be delivered to each property by the Resident Engineer, Foth & Van Dyke.

The stakes should be placed in the ground near your street property line to mark where the lateral is to be located. It is very important your lateral location be marked prior to the main pipeline installation in your area. A construction schedule will be posted at Foth & Van Dyke's field office prior to construction starting. If anything other than one 4" diameter lateral is required please contact the District.

Kruczek Construction, Inc., the general contractor for Contract A-02, has identified the following starting location:

1. Deadwood Point Road, working toward USH "151", then on USH "151" toward Silica Road, and then on Silica Road toward CTH "QQ".

Additional crews will begin in the following areas within the next 30-60 days:

- Abler Road at the intersection of USH "151", heading east and then north toward Park Ridge Road, or at the intersection of Silica Road, heading south toward Park Ridge Road.
- Lakeview Road, heading north from Silica Road toward CTH "Q".

Town & Country Underground Utility Construction, Inc., the general contractor for Contract B-02, has identified the following starting locations:

1. STH "149", heading north and working along STH "149".
2. STH "149" at the intersection of Kiekhaefer Drive and working in each direction along STH "149".
3. Church Road, heading north toward STH "149".
4. Schuster Lane, east and west of Billene Drive.

Residents in the above areas are requested to locate their lateral as soon as possible. For properties that require a lateral to be marked while the ground remains frozen, please contact the Engineers trailer for assistance.

There will be extra stakes available at the Foth & Van Dyke field office and the Town Hall should you require an additional lateral stake. The Engineer's field office is located in the Town Hall upper parking lot. The trailer phone number is (866) 380-5098.

Taycheedah Sanitary District No. 3 Commission

1. Call to order. The Chairman called the meeting to order.

3. Construction status report. The contractors have given verbal construction schedules. Kruzcek will eventually have three crews working with a start date of 4/1 and completion by mid September. Town & Country will eventually have four to five crews working with a start date of 4/1 and completion by the end of August.

John Rebholz will be the Field Inspector for Contract A and Randy Carlson will be the Field Inspector for Contract B.

A letter will be sent to all non-resident property owners informing them of their opportunity to indicate desired lateral stub location.

The blasting company has been going door-to-door notifying property owners within 500 feet of the blast areas. They also are performing pre-blast surveys of the homes within 300 feet if the owner chooses. If the owner denies access, the denial will be documented.

The DOT permit needs to be modified in order to close Hwy. 149 to thru traffic. The necessary paperwork has been submitted to the DOT. The proposed detour will be Cty. UU to Ledge Road to Tower Road to Hwy. 149. Foth is awaiting DOT approval. Bill and Wayne Schneider, owners of property at the intersection of Hwy. 151 and Silica Road have requested service. The properties are not in the District but do appear to be in the sewer service area. The manhole may need to be lowered in order to provide the homes with basement service. If the District is unable to provide basement service, the property owners could use sewage ejector pumps for basement service. The Commission consensus was that the property owners would pay the actual costs of the extension or \$11,000 special assessment; whichever is greater. The Commission questioned to cost of engineering needed to evaluate serviceability and the need to redraw the plans in order to drop the manhole. Foth indicated preliminary evaluation would be a minor expense. If the Commission approve the extension, the DNR will need to approve the extension. The Field Inspector will evaluate serviceability.

Leo Schneider, Deadwood Point Road, has contacted Brenda requesting a lateral stub. He has also contacted Adolph in the past. He told Adolph he is interested in a fitting for a main extension. Some of Mr. Schneider's property is in Taycheedah Sanitary District No. 1 and some of it is not in any district. The Commission needs to determine exactly what Mr. Schneider wants and where he wants it located before determining how to handle the request.

The location of the Deadwood Point Road metering station was discussed. The planned location is at the connection point at the west end of the road. The Commission questioned the ownership of the pipe constructed within the boundary of Sanitary District No. 1 and whether or not the metering station should be located at the farthest east point of District No. 1. Foth will contact the City, OSG and the DNR to determine what needs to be done in order to re-locate the station. The issue needs to be resolved as soon as possible. The consensus of the Commission was to re-locate the meter if possible.

- Mike Freund yes

Adolph Schneider yes

Jim Hovland yes

Motion carried (3-0).

Minutes of the Closed Session have been separated from the open session.

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

The St. Peter Sanitary District Commission met on Wednesday, April 23rd, 2003, at 5:00 p.m., at the Taycheedah Town Hall for the purpose of conducting the April monthly meeting. Members present were Chairman Jim Hovland, Commissioners Mike Freund and Adolph Schneider, and Recording Secretary Brenda Schneider. Also present were Doug Fredrickson and Dennis Steigenberger of Foth & Van Dyke.

1. Call to order. The Chairman called the meeting to order.
2. Approval of the minutes from the 3/26/03 meeting. Adolph Schneider moved to approve the minutes of the 3/26/03 meeting as presented, seconded by Jim Hovland. Motion carried (3-0-1 Mike Freund was not present at the beginning of the meeting).
3. Sewer Construction status report. Contract A-02, Kruczek, has one main line crew working up to the intersection of Hwy. 151 and Deadwood. The pipe has been bored under the highway. The crew will start heading north along the highway. In June, they plan to work east on Silica Road. The tie-in into TSD No. 1's pipe at Deadwood will be done during drier weather. On May 5th, the subcontractor will begin on Silica Road and on May 19th, they will begin on Abler Road. The Decorah Lane and Lakeview Road extensions will follow. Vehicle access will always be provided to the businesses and homes in the construction areas. Contract B-02, Town & Country, has five crews working. One is at the Hwy. 149 tie-in going north, another at Hwy. 149 and Ledgeview Springs going north, another has completed the main on Schuster and has moved to Badger, another has just completed Church Road and the other has completed Shady Land and East Ann Randall and is working on West Ann Randall.

Construction is currently ahead of schedule. The feedback from the inspectors has been positive.

The Contractors have furnished emergency contact phone numbers to be used during weekends and holidays.

An issue has arisen regarding the replacement of existing culverts. One culvert recently removed due to construction was only half a culvert. The Commission needs to determine how to handle the issue. The homeowner owns the culvert. Replacement costs would be the cost of the culvert only because the re-installment of the culvert is included in the construction contracts. The homeowner could pay the total cost or the District could cost-share in the expense. The replacement could be billed through the contractor by a change order; however, the contract allows a percentage of mark-up on all change orders. The original could be re-installed. The Commission discussed several possible policies. Adolph Schneider moved that if the owner wants to replace the culvert, the contractor will re-install the new culvert at no cost, the homeowner will be responsible for the culvert cost with the option of ordering the culvert through the District and the District would bill the homeowner, seconded by Jim Hovland. The Commission further discussed the difference between wanting to replace a culvert and needing to replace a culvert. The consideration of a culvert policy is not an agenda item. Therefore, Jim Hovland withdrew his second and Adolph Schneider withdrew his motion. The item will be on the next meeting agenda.

The Hwy. 149 detour was laid out with the general understanding that the State, County and Town were in approval. The Town has reconsidered the detour route due to the probable deterioration of the road and safety concerns with farm traffic. The Contractor will re-route the detour to Cty. UU to Hwy. 23 to Cty. W. The Town recommended the detour. The County has sent a letter of approval. The DOT has given verbal approval. The detour shouldn't impact the local residents. Mike Freund objected to the change. Approval of the detour is not an agenda item. Jim Hovland commented that the first route was signed without a motion and the second route will be signed without a motion.

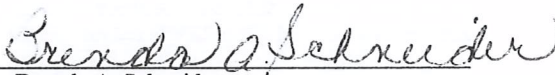
Pat Mand has verbally requested a sewer main extension. Mr. Mand will be sent a letter advising him to submit his request in writing as soon as possible due to the fact that construction will begin in the area soon.

4. Consideration and possible approval of a Letter of Approval as an Affected Party to the Nett's Hawk's Landing sewer extension. Foth has reviewed the sewer extension plans on behalf of the District. Foth compiled a list of eight comments. The first comment refers to the lack of a metering station at the connection point. The meter may not be needed initially, due to low flows, but will eventually be needed. The cost is approximately \$24,000. Foth recommends it be installed with the costs shared by the District and the Nett's. The other comments pertained to the elimination of three connections, a needed easement, re-location of two connections point to locations other than manholes, elimination of an extra connection for one of the lots, the depth of the pipe in several locations does not appear deep enough to provide basement service and the service to the east end of Hawk's Landing does not appear to be deep enough for gravity sewer. The Commission and Foth commented that the District should have been allowed to review the plans before it was dispersed to all of the affected parties. The 2000 Wastewater Agreement allows a 20 day review period. The 20 day period may have already expired. However, the District did not sign a Notice of Receipt. Foth's review comments will be sent to Excel Engineering with a copy sent to the City and the Commission.
5. Consideration and possible approval of the Bill & Wayne Schneider sewer extension. The cost of the extension, based upon Kruczek's bid prices, would be \$10,500. Foth estimates \$3,000 for permits and engineering. Jim Hovland motioned to approve the sewer extension to the Bill & Wayne Schneider properties, seconded by Mike Freund. Motion carried (3-0).
6. Consideration and possible action to hire or contract with an individual or firm to perform lateral connection inspections. Don Moore is interested in working for the District. He has found 3-4 assistants. They want to meet with the state representatives and the Commission in order to determine what they need to inspect inside the homes.
7. Consideration and possible adoption of a fee for lateral connection. The Commission will not be able to establish the fee until they know the amount the inspectors will require for their services.
8. Consideration and possible deferral of a vacant lot assessment requested by Fay Hermanns. Commission reviewed a letter written by Sam Tobias, Fond du Lac County Planning Director, stating that Lot 10 could be split and added to Lot 9 and Lot 11. Mike Freund moved to defer the vacant lot assessment on Lot 10, seconded by Adolph Schneider. Jim Hovland questioned the legalities of deferring an assessment on a lot that may cease to exist and setting precedence.

Dennis Steigenberger commented that after the 90 day objection period has ended, the assessments are generally final. Lot 9 has been sold to Alvin & Carol Sabel. The house the Sabel's propose to build will be too close to the side lot line if they don't cut down any of the trees. They do not want to cut down the trees. Jim Hovland commented that he does not see a problem with splitting the lot but has a concern about the impact on the assessment roll. Dennis Steigenberger suggested keeping the minimum area required for a buildable lot then defer the assessment. Ms. Hermanns commented that when they built their home they did not have intentions of selling lot 10. Therefore, that wasn't taken into consideration when determining the location of the home on their lot. She questions if it is even possible to use lot 10 as a buildable lot now. Jim Hovland moved to amend the original motion to be conditional upon Kathryn Bullon's determination on the legalities of deferring the assessment against lot 10, seconded by Mike Freund. Amended motion carried (3-0). Original motion carried (3-0).

9. Approval of bills. Mike Freund objected to three of the checks. Attorney Bullon instructed the cutting of the checks. Mike Freund disagreed with Attorney Bullon's opinion. The checks will be held for an unknown period of time. Adolph Schneider motioned to approve the bills as submitted, seconded by Jim Hovland. Motion carried (3-0). Mike Freund moved to authorize the transfer of \$291,000 from the money market accounts to the regular checking account, seconded by Jim Hovland. Motion carried (3-0). A letter will be sent to Dave Wagner regarding the need to hire an auditor as soon as possible.
10. Public comment and questions pertaining to District business. Jim Hovland submitted his letter of pending resignation to the Commission due to the fact he is no longer a resident. His resignation will take affect upon the appointment of his replacement by the Town Board. The Commission will make a recommendation to the Town Board as soon as possible.
11. Closed Session pursuant to Wis. Stats. 19.85(e) to deliberate or negotiate the purchasing of public property, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Subject: easements. The Commission did not enter into closed session. The Emerich easement has been received. One of the Wehner easements has also been received. The Wehner's forgot about the second easement. Brenda will make an appointment with Mr. Zarembka. And the Groeschel easements have been shifted slightly at the Groeschel's request. He will submit soon. The Fife easement is still outstanding. Doug Fredrickson and Brenda will visit the Fife's as soon as possible so that it can be notarized.
12. Mike Freund motioned to adjourn, seconded by Adolph Schneider. Motion carried (3-0).

Attest:


Brenda A. Schneider
District Recording Secretary



Fond du Lac County

OFFICE OF THE COUNTY HIGHWAY COMMISSION

PHONE (920) 929-3485

FAX (920) 929-3698

301 Dixie Street, P.O. Box 1234
Fond du Lac, Wisconsin 54936-1234

April 22, 2003

Mr. Doug Fredrickson
Foth & Van Dyke
2737 South Ridge Road
P.O. Box 19012
Green Bay, WI 54307-9012

Re: Taycheedah Sanitary District No. 3
Contract "A-02"/"B-02" Wastewater Collection System
Detour Route as per fax 4/17/03

Dear Mr. Fredrickson:

Fond du Lac County is approving the new detour route as per your fax April 17, 2003. As stated in my May 17, 2003 letter, signing for the detour routes need to be established prior to closing of the roads. Any additional maintenance needed to a County Trunk Highway by your construction or detour route, will be the responsibility of the contractor. If at any time Fond du Lac County Highway Department needs to provide additional maintenance to County Trunk Highways do to the construction, the contractor will be held responsible for the cost.

There have been some problems with the signing and barricading of your original detour route, so please have the contractor pay particular attention to the barricading and signs when establishing the new detour. We would also require the County Trunk Highways video logged (CTH UU & CTH W) that are now going to be used as the detour route.

As a further reminder, I still have not received a copy of the video log of CTH QQ this can be submitted with the video log of the new detour route.

If you have any questions please feel free to contact me at 920-929-0886.

Sincerely,

Thomas J. Janke
Highway Engineer
Fond du Lac County Highway Commission

Enclosures

CC: Ernie Winters, Highway Commissioner
Dave Beaster, Engineer Technician
Mike Brown, Chief Patrol Superintendent
Mike Fisher, Patrol Superintendent



Fond du Lac County

PLANNING/PARKS DEPARTMENT

(920) 929-3135

FAX (920) 929-7655

City/County Government Center
160 South Macy Street, Fond du Lac, WI 54935

April 15, 2003

Faye Hermanns
W3825 Evergreen Court
Malone, WI 53049

RE: Lots 9,10 & 11 of Evergreen Terrace Plat

Dear Ms. Hermanns:

I am writing in response to your question about splitting Lot 10 of the Evergreen Terrace Plat in the Town of Taycheedah. As I understand, you recently sold Lot 9 and your home is built on Lot 11 of the Evergreen Terrace Plat. You may effectively eliminate Lot 10 by keeping about half of it and selling the east half to the new owner of Lot 9. This land transaction may be done without submitting a Certified Survey Map for review and action. You may complete this lot split without a CMS because you are not creating any new lots. You may wish to have a surveyor prepare a plat of survey for you to accurately describe and monument the splitting of Lot 10. A plat of survey does not require town or county approval.

Please give me a call if you have questions.

Best regards,

Sam Tobias
County Planning & Parks Director

DRAFT

April 23, 2003

Mr. Gary Reitz
Excel Engineering
100 Camelot Drive
Fond du Lac , Wisconsin 54935

Dear Mr. Reitz:

Re: Taycheedah Sanitary District No. 3
Hawk's Landing Subdivision

We have completed the review of the sanitary sewer plans for the Hawk's Landing Subdivision. On behalf of Sanitary District No. 3, the following is a list of comments that pertains to the plans.

- (1) Add a flow measurement station to page 74.
- (2) On page 74, eliminate the two connections to parcel T20-16-18-32-03-001, owned by Michael and Jennifer Colla.
- (3) On page 75, eliminate the connection to parcel T20-16-18-32-04-004, owned by Countryside Acres LLC.
- (4) On page P1, provide a minimum 20' wide sanitary sewer easement on Outlot #1 centered around the sanitary sewer between MH#2 and MH#3.
- (5) On page P5, relocate the sanitary connections for lots 23 and 24 from the manhole to the sanitary sewer main.
- (6) On page P6, eliminate the extra connection from lot 81 into MH#34.
- (7) The sanitary sewer in several locations does not appear to be deep enough to provide basement service. This is based on the first floor elevation being 1.5 feet higher than the building grade elevation established on the Grading and Erosion Control Plan and a 9 foot deep basement. The intent of Chapter 110 of the Wisconsin Department of Natural Resources code is that basement service be supplied to all structures, where it is economically feasible.
- (8) How is the east end of Autumnwood Trail and Autumnwood Court being serviced? Based on the sewer depths from Phase 3, it does not appear that this area can be serviced with gravity sewer.

Please make the revisions as noted above. Additionally, please supply a response to question 7 and 8.



Foth & Van Dyke
consultants · engineers · scientists

Client: Taycheedah S.D. #3 Scope I.D.: 035011
Project: A-02 Page:
Prepared By: DDF Date:
Checked By: Date:

Sewer Extension on USH "151" to serve N8502, N8508.

8" PVC San.	355 LF	@ \$20.50/LF	=	\$ 7,277.50
8" x 4" Wye Branch	2 Ea	@ \$30.00 / Ea	=	60.00
4" Sewer Lateral	70 LF	@ \$22.00 / LF	=	1,540.00
4' Dia. MH	14.0 VF	@ \$115.00 / VF	=	1,610.00
				<hr/>
				\$ 10,487.50

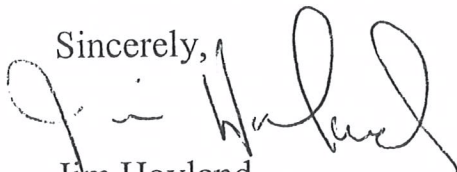
April 23, 2003

To Town of Taycheedah Town Board

I am writing to inform you that I will no longer be able to be one of the commissioners on the Town of Taycheedah Sanitary District 3. Since the last Sanitary District meeting we have sold our house and moved to a different community. I want to thank you for the opportunity to have worked with the commissioners and the Town of Taycheedah Town Board. The commission will forward a recommendation for my replacement in the near future or as soon as recommendation can be made. My resignation will take affect upon appointment of my replacement by the Taycheedah Town Board.

Thanks again for the opportunity to have been able to work with you and the community I lived in.

Sincerely,



Jim Hovland

May 27th, 2003

St. Peter Sanitary District

1.

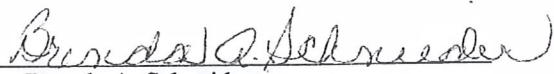
The Commission met for a special meeting on Tuesday, May 27th, 2003, at 4:00 p.m., at the Town Hall. Members present were Commissioners Adolph Schneider and Mike Freund. Also present was Recording Secretary Brenda Schneider. Jim Hovland was not in attendance. Also present were Don Moore, Alex Leonard and Andy Karls.

The group discussed several issues pertaining to lateral connection inspections. The issues were as follows:

- Permit requirements
- Clearwater restrictions
- Information that will be entered onto the back of each permit
- Insurance coverage
- Inspector compensation
- Contractor only and/or homeowner applying for the permit
- Notice of abandonment procedures
- Clay barrier requirement
- Scheduling of inspections
- Lateral location identification on the sites
- The timing of inspections in relationship to the issuance of the permit

The meeting adjourned at 5:10 p.m.

Attest



Brenda A. Schneider
District Recording Secretary

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1. Call to order. The Chairman called the meeting to order.
2. Approval of the minutes from the 4/23/03 meeting. Adolph Schneider moved to approve the minutes of the 4/23/03 meeting as presented, seconded by Jim Hovland. Motion carried (3-0).
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District Recording Secretary

MAY 19 2003

DEAR SEWER PROJECT COMMITTEE:

THIS LETTER IS IN REGARDS TO THE SEWER LINE INSTALLATION AT W4067 ASPEN COURT. WE ARE REQUESTING THAT THE INSTALLATION OF THE FORCE SEWER LINE FROM THE HOUSE TO THE MAIN PIPE BE INSTALLED BY DIRECTIONAL DRILLING INSTEAD OF OPEN CUT TRENCH.

DIRECTIONL DRILLING WOULD SIMPLIFY THIS INSTALLATION FOR SEVERAL REASONS. THE PROPOSED ROUTE OF SEWER WOULD DISECT MULTIPLE DRAINAGE PIPES FROM A ROOF DOWNSPOUT SYSTEM, WHERE AS DRILLING WOULD BYPASS UNDERNEATH THE SYSTEM. THIS METHOD WOULD ELIMINATE THE RESTORATION OF A LARGE LAWN AREA SINCE THE PROPOSED ROUTE RUNS SOMEWHAT DIAGONALLY ACROSS THE LOT. THERE ARE SEVERAL SPRING-LIKE AREAS UNDER LAWN THAT OWNER IS AWARE OF THAT COULD CAUSE POTENTIAL PROBLEMS.

THE OWNER FEELS CONFIDENT FROM THEIR RECENT CONSTRUCTION EXPERIENCE THAT THE SOIL CONDITIONS ARE OF FIRM CLAY WITHOUT LARGE ROCKS OR LEDGE WHICH WOULD BE SUITABLE FOR DIRECTIONAL DRILLING.

THE DRILLING MACHINE COULD BE EASLY SET UP AND OPERATED WITHOUT TRAFFIC DISRUPTION ON THIS UNTRAVELED DEAD-END ROAD.

SINCERELY,
JAMES ZEDLER
W4067 ASPEN CT.
FOND DU LAC, WI.

Pat Mand
P.O. Box 1541
Fond du Lac, WI 54936-1541

April 29, 2003

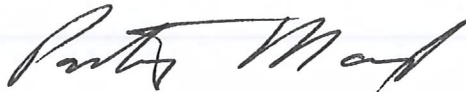
Taycheedah Sanitary District No. 3 –
St. Peter Area Sanitary District
% Brenda Schneider
W2695 Loehr Street
Malone, WI 53049

To Whom It May Concern:

I am interested in having an 8" main rather than a 4" lateral brought to my property line on Highway 149 as discussed with the Engineers at the Town Hall. Of course, I would like to know if there is any additional cost.

Thank you, in advance, for your consideration with this matter.

Sincerely,

A handwritten signature in dark ink, appearing to read "Pat Mand", written over a horizontal line.

Pat Mand

Estimate of Cost for Sanitary Sewer Extension
Patrick Mand Property T20-16-18-27-06-001-02
Taycheedah Sanitary District No. 3
May 28, 2003

Property owner has requested an 8-inch diameter sewer be installed from the mainline to the property line installed from the mainline to the property line instead of a 4" lateral as originally planned. An 8-inch diameter connection must be at a manhole. Spacing adjustment of an existing planned manhole will eliminate the need to add a manhole for this 8-inch diameter extension.

Probable Cost

Bid Item	Description	Quantity	Unit Price	Total Price
C-2	8" PVC sewer main (granular backfill)	35 LF	\$54.35	\$1,902.25
C-3	8" PVC sewer main (natural backfill)	23 LF	\$23.35	\$537.05
Construction Cost				\$2,439.30
* Engineering, Administration				<u>\$2,000.00</u>
Total Project Cost				\$4,439.30
Credit for 4" Lateral				<u>(\$2,200.00)</u>
Additional Cost				<u>\$2,239.30</u>

* WDNR plan approval will be required along with OSG and City of Fond du Lac as appropriate.

EDGARTON, ST. PETER, PETAK, MASSEY & BULLON

KATHRYN M. BULLON

10 Forest Avenue

Fond du Lac, WI 54935

920-922-0470

Fax: 920-922-9091

bullon@lawfdl.com

MEMORANDUM

To: Commission of Taycheedah SD#3
From: Kathryn M. Bullon
Date: May 23, 2003
Subject: Hermanns Lot Assessments
cc: Brenda Schneider

Gentlemen:

You have asked for my opinion as to whether the Commission may defer the vacant lot assessment against Lot 10 in Evergreen Terrace, owned by Fay Hermanns. I understand that Ms. Hermanns is contemplating splitting lot 10 and attaching a portion of it to Lot 9 and the remainder to Lot 11. My records indicate that the vacant lot assessment for Lot 9 is paid in full. One-half of the assessments for Lots 10 and 11 have been prepaid, with the balance due October 31, 2003.

Under section 66.0715, Wis. Stats., the Commission may defer assessments upon such terms as it sees fit. Thus, the Commission has the power to defer the Hermanns' assessment. You would need to determine whether you are deferring merely the balance of the assessment, or the entire assessment (resulting in a refund to Ms. Hermanns of the portion already paid).

As I'm sure you realize, the broader question is whether the Commission should make an exception for this property and grant the requested deferral. As you know, there are many owners of vacant lots that could come forward with the same scenario. At the public hearing, the Commission informed people that any such lot reconfigurations needed to be done prior to the levy, and in a manner such that the lots could not be altered in the future to become buildable again.

Moreover, the assessments are pledged as repayment for the District's debt. Deferral at this juncture might technically violate your borrowing terms. Dave Wagner would have a better feel for this aspect of the issue than I.

In conclusion, the Commission has the legal power to defer the assessment, subject to any restrictions that the existing borrowing instruments may impose on deferrals at this late date. The broader issue of whether the assessment *ought* to be deferred is a policy matter that the Commission must determine.

If you have any further questions regarding this matter, please advise.

May 21, 2003

Adolph Schneider
N8295 Hy QQ
Malone, Wi. 53049

Regarding: Taycheedah Sanitary Commission, District 3.

Dear Adolph Schneider,

I am requesting you to foreword this letter to Ms. Brenda Schneider for inclusion into the agenda of the Sanitary District meeting scheduled for the 28, May 2003 at the Taycheedah Town hall.

We, Wayne and Kathleen Geis have been landowners and residents of the Township of Taycheedah since building our first home on Silica Road in 1964. Our current residence was constructed in 1971 and is located at W3907 Silica Road. We own approximately 19 acres of land, most of which is heavily wooded and naturally thick with an overgrowth of brush. We have tried to maintain a natural setting with very limited clearing of the original woods. Our home is located in the second acre north of the Silica Road, which places the house more than 300 feet from the roadway.

I am very concerned about the virtual destruction of my wooded property by trying to excavate for the approximately 380 feet of sewer laterals which would be required to connect our home to the main sanitary line proceeding down Silica Road.

I have met with and requested Foth and Van Dyke's on-site representative to physically view my property for some alternate thoughts on connecting the laterals without losing numerous trees in our woods. He agreed that it was indeed a difficult location and that he was more concerned about the possible blasting which may be required because of the numerous amounts of visible protruding ledge rock located between Silica Road and our home.

b I have contacted and met on-site with Mr. Pat Mand to suggest and quote on any alternative routes to run the sewer laterals. Mr. Mand stated that it could be done, but I would probably lose 3 – 6 trees and a path would have to be cut through my woods to allow the trenching. He could not, nor would not, give me a quote on the cost because of the great possibility of running into the underground ledge rock.

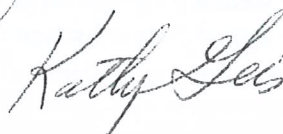
Therefore, due to the fact that I own 19 acres of wooded land, my home is located nearly 400 feet from the sewer line, my current septic system is working just fine, I do not wish to lose one tree much less four to six trees, and I do not wish to have people blasting rock in my front yard, I am requesting a special exemption to grandfather my home from connecting to the passing sewer line.

We do realize that the Taycheedah Township and specifically the St. Peter and Silica areas do need a Sanitary District Sewer System; I have no disagreement with paying the fees and inserting the "Y" adapter for our future connection to the system. If the District would agree to our proposal, then we would agree that this connection would be completed if and when we either sell our home or if and when our septic system would possibly fail.

As per State Statutes when a sewer system is available, the homeowner is required to hook-up as long as the home is accessible to the system, keyword – "accessible"

Thank you for your consideration,


Wayne and Kathy Geis.



EDGARTON, ST. PETER, PETAK, MASSEY & BULLON
KATHRYN M. BULLON

10 Forest Avenue
Fond du Lac, WI 54935
920-922-0470
Fax: 920-922-9091
bullon@lawfdl.com

MEMORANDUM

To: Commission of Taycheedah SD#3
From: Kathryn M. Bullon
Date: May 23, 2003
Subject: Replacement for Jim Hovland
cc: Brenda Schneider

Gentlemen:

I understand that you are looking for some guidelines regrading a recommendation to the Town Board for a replacement for Jim. As you know, the Town Board has the responsibility and authority to name a replacement for a resigning Commissioner. It is customary for the Boards to consider recommendations from the Commission, as it is generally speaking more well versed in the needs of the District and the Commission.

There are no "rules" for finding a replacement (other than the residency requirement). There are some factors that you may wish to consider:

- 1) Compatibility with the remaining Commission members. The Commission is small group that must have individuals that are able to work well together. The remaining Commissioners need to feel comfortable with the work and personality styles of Jim's replacement.
- 2) Leadership potential. Once Jim leaves and a replacement Commissioner is appointed, you will need to hold a new election for Commission officers. Are one of the remaining Commissioners interested and prepared to replace Jim as President? If not, you may want to look for someone with the leadership qualities needed to assume this role, and the willingness to do so.
- 3) Project areas. Currently, the Commission consists of two members living in the Phase 1 area, and one living outside that area. It strikes me that this ratio has been one of the strengths of the Commission as it has worked to balance the initial construction project with the ability to keep the Phase 2 projects costs at a reasonable level when that project is done. At this stage, with the Phase 1 project just underway, and final restoration and construction issues likely to be unresolved until some time next year, you may want to consider the desirability of keeping that ratio for the comfort level of the owners dealing with the Phase 1 project.

4) Availability and commitment. As you know better than anyone, the Commissioners work very hard and some very long hours dealing with District business. Anyone who steps in to replace Jim must have the time to commit to the job, and the willingness to commit that time.

5) Teamwork. The Commission works as a team. Regardless of individual officer designations, no decisions are made by a single member, but rather by consensus, often after long and difficult discussions. Jim's replacement must be a "team player".

I hope this is of some assistance to you. Again, I must reiterate that the above are not legal requirements, but rather practical matters and factors that you may wish to consider in seeking a replacement recommendation.