TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
February 18, 2021
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: President John Rickert and Commissioners Katherine Diederich and Brian Mand.
Also present: Recording Secretary Brenda Schneider; Bill Gius; Tina Treffert and Josh Mason.

Call to order. President Rickert called the meeting to order at 5:30 p.m.

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

Approval of the minutes of the 1/21/2021 monthly meeting. Motion by Brian Mand, second by Katherine Diederich, to approve the minutes of the meeting conducted on January 21st, 2021. Motion carried (3-0).

Approval of the bills. Motion by Katherine Diederich, second by Brian Mand, to approve the bills (order #12-15) for a total of $11,065.24, and to authorize the following:

- Transfer $11,000.00 from the Operations/User Charge Account to the regular checking account.

Motion carried (3-0).

Annual Review of Insurance Coverage with Mike Immel and Shawn Andrew, Rural Mutual Insurance Co. The review will be rescheduled closer to the May renewal.

Sewer System Maintenance:

1. Consideration and possible action regarding general maintenance and operational issues:
   a. Run time/flow reports. The January pump-run time reports for all lift stations were reviewed. Nothing appeared out of the ordinary.
   b. Lift stations and grinder pump stations. There was a recent issue with a grinder pump failure. The timing of the failure is unknown.

      Today John Rickert performed site visits to all of the other locations. John installed a missing light bulb at the Endres station. He also found the floats not working properly at this location; therefore, he called in Sabel Mechanical to replace the floats. John also replaced the non-functioning light bulb at the Adams station.

      The Commission will create and send a notice to all grinder pump serviced homeowners regarding their responsibilities pertaining to their easement, and emergency service contact information.

      It was noted that the insurance coverage declaration information indicated the District has nine stations. Due to disabling the Victor station, the District has eight stations. An adjustment will be made with the insurance carrier.

      John Rickert talked to LW Allen regarding the control panel components becoming obsolete. Some parts are no longer available. The District will eventually need to consider replacing the panels. Rickert offered to solicit quotes. Katherine Diederich suggested evaluating each station so that it can be determined if it would be more cost-effective to replace components vs. the entire panel. Rickert and Diederich will work on the evaluation.
   c. Spring televising. The OSG will solicit quotes for the members. Detailed information was provided to Eric Otte for the selected areas to be televised. The total distance was estimated to be 17,260 feet.
   d. Other maintenance and operational issues. John Rickert spoke to Eric Otte regarding updating the District's Master Sewer Map. Otte indicated he will print a large map and provide pdf format of sections that will be printable via a standard printer.

Unfinished Business:

1. Review Capacity Details. The District owns 900 RUEs of capacity in the treatment plant and the City interceptor but only 700 RUEs in the TSD#1 and FDL#2 shared sewer. Brenda Schneider will provide Eric Otte the information pertaining to both capacity purchased. The Commission will compile the estimated potential of RUEs needed for the infill areas.
2. Review Recording Secretary's job description, duties, requirements and compensation. Katherine Diederich requested the Recording Secretary work with the District's accountant to be more efficient, noting that checks could be computer generated. A review is planned in about six months.
3. Discuss quarterly newsletter for the next billing. The Commission will discuss the newsletter during their March meeting. The newsletter is planned to be distributed with the April billing.

Next meeting: Monday, March 15th, at 5:30 pm.

Comments from the public pertaining to District business.

Josh Mason, N8180 Lakeview Road, is planning a substantial addition to their home. The addition will require replacement of their on-site septic system. Josh requested the Commission authorize him to replace his septic system in lieu of being required to connect to the sanitary sewer collection system. The Commission will consider the request during their March meeting.

Tina Treffert and her husband have owned and resided in the home at W4014 County WH for six years. Luckily she was home on Friday, February 5th. Due to the malfunctioning grinder pump station, all of the PVC pipes in their basement burst. John Rickert responded to site. Upon investigation, it was determined that someone had cut the conduit pipe and electrical wires inside the detached garage that serviced the station. Treffert indicated they completely remodeled the inside of the garage. The Trefferts retained Mies Plumbing and an electrician to repair the interior damages. Rickert retained Ziegelbauer Septic Service to pump the wet well and Thome Electric to address the needs of the station. Rickert has been checking the station every couple of days. The pump was functioning Wednesday; however, it still does not have a working light. Thome Electric is waiting for a part for the light.

The Trefferts were not aware their home is serviced by a grinder pump station. The realtor was out of Appleton and nothing appeared on the home inspection regarding the sanitary service. Also, nothing was noted on the second home inspection they had done two weeks after they moved in due to other concerns. Tina recommended an information letter is sent to new owners upon the sale of property.

Tina is trying to understand the process and who's responsible. She shared a plumbing bill of $1,650 and noted that she has not yet received the electrician's bill.

Treffert was shown a copy of the easement on her property that requires the owner to provide and pay for the electrical service to the station. It was noted that the existence of the recorded easement should have been discovered by the title company.

The Commission is noticed to enter into closed session to discuss how to proceed with this matter. Treffert was advised to keep in contact with John Rickert and to attend the March meeting.

Closed Session, pursuant to Wis. Stats. 19.85(1)(g), for the purpose of conferring with legal counsel who is rendering written advice concerning strategy to be adopted with respect to litigation in which the District is or is likely to become involved. During the closed session, the Commission will discuss the sewer backup at W4014 County Road WH. President Rickert read aloud the closed session announcement as contained in the public notice. Motion by Katherine Diederich, second by Brian Mand, to enter into closed session for the purpose as announced. Roll call vote: Katherine Diederich-aye, Brian Mand-aye, John Rickert-aye. Motion carried unanimously at 6:39 pm.

Adjournment. At the conclusion of the closed session, motion by Katherine Diederich, second by Brian Mand, to adjourn the meeting at 7:01 pm. Motion carried (3-0).

Attest. _____

Brenda A. Schneider, District Recording Secretary