

**TAYCHEEDAH SANITARY DISTRICT NO. 1**  
**REGULAR BUSINESS MEETING**  
**August 28, 2023 – 5:00 P.M.**  
**TAYCHEEDAH TOWN HALL**  
**W4295 KIEKHAEFER PARKWAY**  
**FOND DU LAC, WI 54937-6802**

**Call to Order**

The meeting was called to order by M. Nett at 5:00 P.M. and the Pledge of Allegiance was recited.

**Present:** Commissioners: M. Nett, J. Huck, D. Weber  
Administrative Clerk: Priscilla Yohann  
Inspection: J. Rickert  
Maintenance: M. Haensgen

**Approval of Agenda**

**Motion:** by M. Nett, second by D. Weber, to approve the Agenda.

**Vote:** Ayes: 3, Opposed: 0 – **Motion carried.**

**Approval of July 24, 2023, Regular Business Meeting Minutes**

**Motion:** by J. Huck, second by D. Weber, to approve the July 24, 2023 Regular Business Meeting Minutes.

**Vote:** Ayes: 3, Opposed: 0 – **Motion carried.**

**REGULAR BUSINESS**

**Financial Report**

M. Nett reported on the recent meeting with E. Otte and P. Yohann during which the future City projects and financial needs of the District were discussed. If an increase in rates is necessary, a newsletter will be sent to customers explaining the reasons and history of the rates. Financial statements were distributed and discussed.

**Motion:** by M. Nett, second by J. Huck, to approve the Financial Statements.

**Vote:** Ayes: 3, Opposed: 0 – **Motion carried.**

**Approval of Bills/Sign checks**

**Motion:** by M. Nett, second by D. Weber, to approve the bills as submitted.

**Vote:** Ayes: 3, Opposed: 0 – **Motion carried.**

**Inspection Report**

- A copy of the detailed log of inspection activities during the month of August 2023 is on file.
- J. Rickert reported inspections are continuing and 82 have been completed.

**Maintenance Report**

- A copy of the detailed log of maintenance activities during the month of August 2023 is on file.
- M. Haensgen had nothing to report.

**Administrative Clerk's Report**

- A copy of the detailed log of administrative clerk activities during the month of August 2023 is on file.
- P. Yohann reported on the history of TSD#1 rates and had sent certified letters with invoices and photos to the owners of N8279 and N8293 Ashberry Avenue.

## **UNFINISHED BUSINESS**

**1. Update of retaining an attorney.**

The letter of engagement, "Legal Fees and Payment Agreement," submitted by Alex Ackerman of Dempsey Law, LLP was reviewed and agreed upon. The signed document will be submitted to them.

**2. Update of possible acceptance of the quotation provided by Klinger Painting.**

Spies Painting was contacted for a quote; however, they stated they do not have enough manpower to complete the project. M. Haensgen confirmed the appropriate confined space equipment is utilized by Klinger Painting.

**Motion:** by M. Nett, second by J. Huck, to approve the Klinger Painting proposal dated July 12, 2023, for \$21,489.00.

**Vote:** Ayes: 3, Opposed: 0 – **Motion carried.**

**3. Discussion and possible action of updating the list of TSD#1 emergency contacts.**

Discussion was held. A copy will be forwarded to J. Rickert and one made for each lift station.

**Motion:** by M. Nett, second by J. Huck, to accept the revised list of TSD#1 contacts updated at the July 24 meeting.

**Vote:** Ayes: 3, Opposed: 0 – **Motion carried.**

## **NEW BUSINESS**

**1. Discussion and possible action of review of operational costs for evaluation of future financial needs.**

M. Nett relayed the recent meeting with E. Otte which was to review the District's operations to evaluate the current and future financial and system needs and obligations for the District and as a member of the OSG. More information is needed from E. Otte as to what the District's share will be for the City's CIP proposals. Budget information compiled by CLA was distributed and reviewed.

**2. Discussion and possible action of acceptance of the proposed quote from Sabel Mechanical LLC.**

The quote submitted by Sabel Mechanical LLC was reviewed and accepted. The service work must be completed prior to the painting by Klinger Painting.

**Motion:** by J. Huck, second by D. Weber, to approve the Sabel Quote No. 3533 dated August 8, 2023, for \$6,545.00.

**Vote:** Ayes: 3, Opposed: 0 – **Motion carried.**

**3. Discussion and possible action of CLA payroll changes.**

P. Yohann explained the changes of software and payroll checks and the rate increase by CLA.

Discussion was held. The personnel stated they preferred receiving checks rather than direct deposit, and the checks will be mailed to P. Yohann.

**Motion:** by M. Nett, second by J. Huck, to accept the new software requested by CLA.

**Vote:** Ayes: 3, Opposed: 0 – **Motion carried.**

**4. Discussion and possible action on the insurance proposal from The Horton Group.**

**Motion:** by J. Huck, second by D. Weber, to accept the property-casualty insurance quote from the Horton Group.

**Vote:** Ayes: 3, Opposed: 0 – **Motion carried.**

## **PUBLIC COMMENT**

None to be reported.

## **ADJOURNMENT:**

The meeting adjourned at 5:43 PM.

**Motion:** by J. Huck, second by D. Weber, to adjourn.

**Vote:** Ayes: 3, Opposed: 0 – **Motion carried.**

Respectfully submitted by:

Priscilla Yohann  
Administrative Clerk