

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
JUNE 8, 2023
5:00 P.M.
ST. JOHN THE BAPTIST PARSONAGE**

Members present: President Franz Schmitz and Commissioners Ken Schneider and Jason Meyer. Also present: Recording Secretary Brenda Schneider; and Jeremy Bord.

1. Call to order. President Schmitz called the meeting to order at 5:05 p.m.
2. Approval of the minutes of the 5/4/2023 meeting. Motion by Jason Meyer, second by Ken Schneider, to approve the minutes of the May 4th monthly meeting. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. Nothing to report at this time.
 - b. Lift Stations. The May pump runtime reports were reviewed. Early May, Missions sent an alert that the battery in the Cty Q lift station was low. Brenda Schneider purchased and delivered a battery to Jeremy Bord with the request he replace the battery at the station. Bord discovered the battery was recently replaced. Bord also discovered a new battery was installed at the Cty W station. Sabel Mechanical replaced the batteries.
 - c. Grinder pump stations. Sabel Mechanical is in the finishing stages of the modifications needed to the panel at the Jason Schmidt property. Sabel had to return for problems with the light.

The Joe Meyer station continues to have false alarms. They continue to flush the toilet will turn off the alarm.
 - d. Clearwater Inspections. Home inspections and clean-out inspections are planned for August. John Rickert will be asked to provide training.
 - e. Other operational issues. The consensus of the Commission was to remove Sabel Mechanical from the Missions notification system and add Jeremy Bord. Sabel Mechanical will be called-in on an as needed basis.

Ken Schneider informed the Commission that he has retained Jeremiah Mand, Mand Plumbing, to televise the lateral at the Coach House. A few months ago, one of Ken's residents hear a loud bang. Upon investigation, Ken noticed the asphalt in the parking lot has settled.

Jeremy Bord arrived at this time. Bord reported he recently discovered that Sabel Mechanical fixed the wrong manhole last year. The problem manhole is north of the one they fixed. Jason Meyer will take a look at it.

Bord also reported grease build-up at the Cty Q stations but noted the Cty W station was clean. The Commission will research when the stations were last cleaned.

Bord noted that he needs more locks. It is believed, Sabel Mechanical is either destroying the locks to gain access or they forget to put them back on the stations. Brenda has a few in inventory and will order more.
4. Consideration and possible authorization to grant access to checking account e-statements to the Recording Secretary. March 1st National Exchange Bank began charging \$2 per month/per account for paper statements. Motion by Jason Meyer, second by Ken Schneider, to grant electronic access to all the bank statements. Motion carried (3-0).
5. Approval of District bills. Motion by Jason Meyer, second by Ken Schneider, to approve the bills (order #42-48), for a total of \$2,681.25, and to authorize the following:
 - Transfer \$2,600 from the Operations/User Charge Account to the regular checking account,
 - Transfer \$15,224.10 from the Operations/User Charge Account to the Debt Service Account, and

- Transfer \$2,694.53 from the Operations/User Charge Account to the Reserve for Replacement Account.
Motion carried (3-0).

6. Schedule the next meeting. The next monthly meeting of the Commission is tentatively scheduled for Thursday, July 6th, 2023, at 5:00 pm.
7. Adjournment. President Schmitz declared the meeting adjourned at 5:45 p.m.

Attest. _____
Brenda A. Schneider
District Recording Secretary