

**TAYCHEEDAH SANITARY DISTRICT #3**  
**MONTHLY COMMISSION MEETING**  
**May 15, 2024**  
**5:30 P.M.**  
**TAYCHEEDAH TOWN HALL**

Members present: President Katherine Diederich and Commissioners Brian Mand and Mark Haensgen. Also present: Recording Secretary Brenda Schneider and Shawn Andrew, Rural Mutual Insurance Company.

Call to order. Commissioner Brian Mand called the meeting to order at 5:34 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 4/18/24 monthly meeting. Motion by Mark Haensgen, second by Brian Mand, to approve the minutes of the meeting conducted on April 18<sup>th</sup>. Motion carried (3-0).

Approval of the bills. Motion by Katherine Diederich, second by Brian Mand, to approve the bills (order #39-47), for a total of \$40,474.14. Motion carried (3-0).

Motion by Katherine Diederich, second by Mark Haensgen, to authorize the following:

- Transfer \$40,500.00 from the Operations/User Charge Account to the regular checking account.

Motion carried (3-0).

Special Business:

Annual review of insurance coverage with Shaun Andrew, Rural Mutual Ins. Co. The District's policy renews on May 13<sup>th</sup>. There is blanket coverage for six lift stations, eight grinder pump stations and three meter stations. A 7% inflation guard is included. The deductible is \$1,000. Equipment breakdown coverage is for mechanical breakdowns. There is non-owned personal vehicle coverage on personal vehicles while on district business. The vehicle coverage will apply after personal coverage. Shaun will quote a rate for a higher deductible policy.

Sewer System Maintenance:

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

- a. Meter Stations. Nothing to report at this time.
- b. Lift Stations. The April pump-run time reports for all lift stations were reviewed.
- c. Grinder stations. Nothing to report at this time.
- d. Clearwater elimination.
  - i. Home inspections. Nothing to report at this time.
  - ii. 2024 televising. The televising project is complete. John Rickert had all lift stations drawn down during the televising. They found a leak at the drop pipe of the Church Road lift station. Great Lakes will return to grout the leak by the end of May. Also, the sealed crack at Hillside is failing.
- e. Other maintenance and operational issues. Nothing to report at this time.

Unfinished Business:

- 1) Discuss the status of the Hawk's Landing sewer extension. The signed Developer's Agreement has been received; however, the remainder of the conditions noted on Exhibit B were not met prior to construction. Jim Roberts provided the letter of credit to the Town for the road and sewer construction. Per Attorney Matt Parmentier, an original of the document needs to be presented to the District. Roberts will be advised that the District cannot accept the final completion of the project and no connection permits will be issued until all conditions are met.

The modified plans were received earlier today via email. As noted above, the executed Developer's Agreement was received prior to beginning construction. As for the easement, Eric Otte advised that this is not needed since there is a recorded easement on the final plat. The Commission needs to ensure the easement includes the sanitary sewer infrastructure. The remaining matters are the Letter of Credit and the Certificate of Insurance. It is believed these documents were presented to the Town; however, nothing has been filed with the District. President Diederich will follow-up with Eric Otte.

New Business:

- 1) Review the 2023 Annual Report. The Report was reviewed, accepted and placed on file. The Commission discussed developing a 15-year Capital Improvement Plan. President Diederich will lead the planning project.

Schedule the next meeting. The next meeting will be held on Monday, June 17<sup>th</sup> at 5:30 pm, at the Taycheedah Town Hall.

Comments from the public pertaining to District business. No comments were presented.

Adjournment. Motion by Mark Haensgen, second by Brian Mand, to adjourn the meeting at 6:09 pm. Motion carried (3-0).

Attest. \_\_\_\_\_  
Brenda A. Schneider, District Recording Secretary