

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
FEBRUARY 14, 2019
5:30 P.M.
ST. JOHN'S SCHOOL HALL**

Members present: President Franz Schmitz and Commissioners Dennis Lefeber and Ken Schneider. Also present: Recording Secretary Brenda Schneider.

1. Call to order. President Schmitz called the meeting to order at 5:34 p.m.
2. Approval of the minutes of the 1/10/19 meeting. Motion by Ken Schneider, second by Dennis Lefeber, to accept the minutes of the January 10th, 2019, meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Lift Station. January runtime reports were reviewed. The Cty Q lift station recently experienced brief power outages. Sabel Mechanical responded. Ziegelbauer was called in to pump out the station.
 - b. Grinder pump stations. Recent issues with the station at W3411 Johnsburg Road were addressed by Sabel Mechanical.
 - c. Odor issues. Sabel Mechanical still needs to replenish the rooftop filters.
 - d. Other operational issues. The City continues to monitor low flows via use of a portable laser meter.
4. Discuss the draft Operation & Maintenance Agreement submitted by Taycheedah Sanitary District #1. In October, the Commission reviewed and concurred with the outline of concerns and observations. The outline was mailed to President Mike Nett on 10/29/18. The Commission continues to await a response.
5. Approval of District bills. Motion by Ken Schneider, second by Dennis Lefeber, to approve the bills (order #6-13) for a total of \$4,522.72, and to authorize the following:
 - Transfer \$4,500.00 from the Operations/User Charge Account to the regular checking account.Motion carried (3-0).
6. Schedule the next meeting. The next Commission meeting will be conducted on Thursday, March 7th, at 5:30 pm, at the St. John's Parish House.
7. Adjournment. President Schmitz declared the meeting adjourned at 5:53 p.m.

Attest. _____

Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
MARCH 7, 2019
5:30 P.M.
ST. JOHN'S PARISH HOUSE**

Members present: President Franz Schmitz and Commissioners Dennis Lefebber and Ken Schneider. Also present: Recording Secretary Brenda Schneider.

1. Call to order. President Schmitz called the meeting to order at 5:30 p.m.
2. Approval of the minutes of the 2/14/19 meeting. Motion by Dennis Lefebber, second by Ken Schneider, to accept the minutes of the February 14th, 2019, meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Lift Station. February runtime reports were reviewed. The Cty Q lift station recently experienced another brief power outage due to a power surge. WE Engeries reportedly told Sabel Mechanical that they are responsible for causing the surges. This month Sabel Mechanical presented three bills totaling \$1,664.50 for responding to problems caused by the power surges. Ken will contact Doug Sabel to find out who with WE claimed fault. The Commission plans to bill WE for costs incurred.
 - b. Grinder pump stations. Nothing to report at this time.
 - c. Odor issues. Nothing to report at this time.
 - d. Other operational issues. It is believed the City continues to monitor low flows via use of a portable laser meter. Currently the manhole containing the meter is covered with several inches of ice.
4. Discuss the draft Operation & Maintenance Agreement submitted by Taycheedah Sanitary District #1. In October, the Commission reviewed and concurred with the outline of concerns and observations. The outline was mailed to President Mike Nett on 10/29/18. The Commission continues to await their response.
5. Approval of District bills. Motion by Ken Schneider, second by Dennis Lefebber, to approve the bills (order #14-18) for a total of \$14,684.16, and to authorize the following:
 - Transfer \$14,700.00 from the Operations/User Charge Account to the regular checking account.Motion carried (3-0).
6. Schedule the next meeting. The next Commission meeting will be conducted on Thursday, April 4th, at 5:30 pm, at the St. John's Parish House.
7. Adjournment. President Schmitz declared the meeting adjourned at 5:40 p.m.

Attest. _____

Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
APRIL 4, 2019
5:30 P.M.
ST. JOHN'S PARISH HOUSE**

Members present: President Franz Schmitz and Commissioners Dennis Lefebber and Ken Schneider. Also present: Recording Secretary Brenda Schneider.

1. Call to order. President Schmitz called the meeting to order at 5:46 p.m.
2. Approval of the minutes of the 3/7/19 meeting. Motion by Ken Schneider, second by Dennis Lefebber, to accept the minutes of the March 7th, 2019, meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Lift Station. March runtime reports were reviewed. There was a noticeable increase during the recent rapid snow melt.

On February 14th, Cty Q lift station experienced the first of a couple of brief power outages due to a power surge. WE Energies reportedly told Sabel Mechanical that they are responsible for causing the surges. Sabel Mechanical presented three bills totaling \$1,664.50 for responding to problems caused by the power surges. Ken will attempt contact with WE. The Commission plans to bill WE for costs incurred.
 - b. Grinder pump stations. Nothing to report at this time.
 - c. Odor issues. Nothing to report at this time.
 - d. Other operational issues. The City continues to monitor low flows via use of a portable laser meter. The meter may need to be replaced. The City is checking into repair options as well as replacement costs. The City supplied photos of gravel and grit in the flume. It was noted that they manually remove the material from the flume every month. The City advised annual cleaning. The Commission recalled cleaning and televising the entire gravity flow system in that area just two years ago. The condition of nearby manholes will be checked. More information will be supplied by the City.
4. Discuss the draft Operation & Maintenance Agreement submitted by Taycheedah Sanitary District #1. A formal amendment to the current Agreement will be considered at the next meeting.
5. Approval of District bills. Motion by Dennis Lefebber, second by Ken Schneider, to approve the bills (order #19-23) for a total of \$243.38, noting that a transfer is not needed. Motion carried (3-0).
6. Schedule the next meeting. The next Commission meeting will be conducted on Thursday, May 9th, at 5:30 pm, at the St. John's Parish House.
7. Adjournment. President Schmitz declared the meeting adjourned at 6:45 p.m.

Attest. _____

Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
MAY 9, 2019
5:30 P.M.
ST. JOHN'S PARISH HOUSE**

Members present: President Franz Schmitz and Commissioner Ken Schneider. Excused: Commissioner Dennis Lefeber. Also present: Recording Secretary Brenda Schneider.

1. Call to order. President Schmitz called the meeting to order at 5:30 p.m.
2. Approval of the minutes of the 4/4/19 meeting. Motion by Ken Schneider, second by Franz Schmitz, to accept the minutes of the April 4th, 2019, meeting as distributed. Motion carried (2-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. Jim Kaiser and Cody Schoepke contacted Ken regarding the misunderstanding of JSD's position regarding the status of the flow meter.

The City continues to monitor low flows via use of a portable laser meter. The City believes the flow meter needs to be replaced. The City supplied photos of gravel and grit in the flume noting that they manually remove this debris from the flume every month. The City advises annual cleaning.

Cody Schoepke submitted quotes to replace the flow meter. An ultrasonic meter is \$4,382 and a laser meter is \$15,199. Ken Schneider asked Doug Sabel to gather quotes as well. Grit and gravel continues to accumulate in the flume. The source of the grit and gravel needs to be located and eliminated. Estimates will be compiled for the inspection and lining of manholes.
 - b. Lift Station. April pump runtime reports were reviewed.

On February 14th, Cty Q lift station experienced the first of a couple of brief power outages due to a power surge. According to Doug Sabel, Sabel Mechanical, the WE Energies representative he spoke with claimed responsibility for causing the surges. Sabel Mechanical presented three bills totaling \$1,664.50 for responding to problems caused by the power surges. Brenda Schneider was able to speak to a WE Energies claims agent. The agent requested a copy of the bills and a detailed timeline of what happened. Doug Sabel will be asked for the timeline.
 - c. Grinder pump stations. Nothing to report.
 - d. Odor issues. Doug Sabel still needs to replenish the medium in the rooftop vents. This work was not completed last year.

Jim Kaiser suggested to Ken Schneider that aeration be added to the lift station.
 - e. Other operational issues. Nothing to report.
4. Consideration and possible approval of an amendment to the Agreement for the Sharing of Operation and Maintenance Costs Between Taycheedah Sanitary District #1 and Johnsburg Sanitary District. Said amendment specifies that costs will be shared based upon flows at the three lift stations. Motion by Ken Schneider, second by Franz Schmitz, to adopt the amendment and distribute it to Taycheedah Sanitary District No. 1 for their approval. Motion carried (2-0).
5. Approval of District bills. Motion by Ken Schneider, second by Franz Schmitz, to approve the bills (order #24-30) for a total of \$2,316.79, and to authorize the following transfer:
 - \$2,600.00 from the Operations/User Charge Account to the regular checking account.Motion carried (2-0).
6. Schedule the next meeting. The next Commission meeting was yet to be scheduled.

7. Adjournment. President Schmitz declared the meeting adjourned at 6:25 p.m.

Attest. _____

Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
JUNE 12, 2019
5:00 P.M.
ST. JOHN'S PARISH HOUSE**

Members present: President Franz Schmitz and Commissioners Ken Schneider and Dennis Lefeber. Also present: Recording Secretary Brenda Schneider.

1. Call to order. President Schmitz called the meeting to order at 5:00 p.m.
2. Approval of the minutes of the 5/9/19 meeting. Motion by Ken Schneider, second by Dennis Lefeber, to accept the minutes of the May 9th, 2019, meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City continues to monitor low flows via use of a portable laser meter. The City believes the flow meter needs to be replaced. The City supplied photos of gravel and grit in the flume noting that they manually remove this debris from the flume every month. The City advises annual cleaning of the sewer main and the station.

Doug Sabel has inspected the manholes. Several are deteriorating. Estimates will be compiled for the inspection and lining of the manholes.

Cody Schoepke submitted quotes to replace the flow meter. An ultrasonic meter is \$4,382 and a laser meter is \$15,199. Ken Schneider asked Doug Sabel to gather quotes as well.
 - b. Lift Station. May pump runtime reports were reviewed.

On February 14th, Cty Q lift station experienced the first of a couple of brief power outages due to a power surge. According to Doug Sabel, Sabel Mechanical, the WE Energies representative he spoke with claimed responsibility for causing the surges. Sabel Mechanical presented three bills totaling \$1,664.50 for what is believed to be in response to problems caused by the power surges. Brenda Schneider was able to speak to a WE Energies claims agent. The agent requested a copy of the bills and a detailed timeline of what happened. Doug Sabel was asked for the timeline. Said timeline is yet to be received.

Recently the Cty. Q lift station sent an alarm. Both pumps were down. Possible cause was a power outage.
 - c. Grinder pump stations. Nothing to report.
 - d. Odor issues. Doug Sabel still needs to replenish the medium in the rooftop vents. This work was not completed last year.
 - e. Other operational issues. Nothing to report.
4. Approval of District bills. Motion by Dennis Lefeber, second by Ken Schneider, to approve the bills (order #31-34) for a total of \$227.67, and to authorize the following transfer:
 - \$17,913.48 from the Operations/User Charge Account to the Debt Service Account, and
 - \$1,628.50 from the Operations/User Charge Account to the Reserve for Replacement Account.Motion carried (3-0).
5. Schedule the next meeting. The next Commission meeting is scheduled for July 10th at 5:00 pm.
6. Adjournment. President Schmitz declared the meeting adjourned at 5:30 p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
JULY 10, 2019
5:00 P.M.
ST. JOHN'S PARISH HOUSE**

Members present: President Franz Schmitz and Commissioners Ken Schneider and Dennis Lefebber. Also present: Recording Secretary Brenda Schneider.

1. Call to order. President Schmitz called the meeting to order at 5:22 p.m.
2. Approval of the minutes of the 6/12/19 meeting. Motion by Dennis Lefebber, second by Ken Schneider, to accept the minutes of the June 12th, 2019, meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City continues to monitor low flows via use of a portable laser meter. The City believes the flow meter needs to be replaced. The City supplied photos of gravel and grit in the flume noting that they manually remove this debris from the flume every month. The City advises annual cleaning of the sewer main and the station.

Cody Schoepke submitted quotes to replace the flow meter. An ultrasonic meter is \$4,382 and a laser meter is \$15,199. It was noted, per the Agreement with the City, the City has the authority to replace the meter, at the District's expense, without approval by the Commission. Schoepke will be notified that the Commission plans to have the manhole deterioration addressed prior to making a decision on the meter.
 - b. Lift Station. June runtime reports were reviewed.

On February 14th, Cty Q lift station experienced the first of a couple of brief power outages due to a power surge. According to Doug Sabel, Sabel Mechanical, the WE Energies representative he spoke with claimed responsibility for causing the surges. Sabel Mechanical presented three bills totaling \$1,664.50 for what is believed to be in response to problems caused by the power surges. Brenda Schneider was able to speak to a WE Energies claims agent. The agent requested a copy of the bills and a detailed timeline of what happened. Doug Sabel recently submitted the timeline of events.

The Commission plans to have the Cty. Q lift station cleaned by Ziegelbauer before winter.
 - c. Grinder pump stations. Nothing to report at this time.
 - d. Odor issues. Nothing to report at this time.
 - e. Other operational issues. Doug Sabel has inspected the manholes. Several are deteriorating. Estimates will be compiled for the inspection and lining of the manholes. Two Green Bay companies are capable of providing the service; however, only one of them could do the work this year. The Commission will request quotes from both companies. All manholes in the area will be inspected.
4. Consideration and possible approval of the 2018 Compliance Maintenance Annual Report (CMAR), as required by the DNR. Motion by Dennis Lefebber, second by Ken Schneider, to approve the 2018 CMAR and submit it to the DNR. Motion carried (3-0).
5. Approval of District bills. Motion by Ken Schneider, second by Dennis Lefebber, to approve the bills (order #35-41) for a total of \$586.23, and to authorize the following transfer:
 - \$4,443.91 from the Debt Service Account to the Operations/User Charge Account (delinquent charges collected via property tax bills).Motion carried (3-0).
6. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, August 8th at 5:00 pm.
7. Adjournment. President Schmitz declared the meeting adjourned at 6:20 p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
SEPTEMBER 5, 2019
5:00 P.M.
ST. JOHN'S PARISH HOUSE**

Members present: President Franz Schmitz and Commissioners Ken Schneider and Dennis Lefebber. Also present: Recording Secretary Brenda Schneider.

1. Call to order. President Schmitz called the meeting to order at 5:13 p.m.
2. Approval of the minutes of the 8/8/19 meeting. Motion by Dennis Lefebber, second by Ken Schneider, to accept the minutes of the August 8th, 2019, meeting as distributed. Motion carried (2-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City continues to monitor low flows via use of a portable laser meter. The City believes the flow meter needs to be replaced. The City supplied photos of gravel and grit in the flume noting that they manually remove this debris from the flume every month. The City advises annual cleaning of the sewer main and the station.

Cody Schoepke submitted quotes to replace the flow meter. An ultrasonic meter is \$4,382 and a laser meter is \$15,199. It was noted, per the Agreement with the City, the City has the authority to replace the meter, at the District's expense, without approval by the Commission.

Ken Schneider contacted Schoepke. Ken learned that Jim Kaiser hasn't been briefing Schoepke. Ken informed Schoepke of the planned manhole lining and sewer main cleaning project. Schoepke was uncertain as to whether or not the meter will work accurately once the grit and gravel is eliminated. Schoepke noted that he prefers the more expensive replacement meter because it is self-calibrating.
 - b. Lift Station. The July pump runtime reports were reviewed.

Recently the Malone station ran for two days. Ken Schneider called Doug Sabel to check on it. Sabel did not find any problems. Ken then contacted Missions.

Franz Schmitz arrived at this time.
 - c. Grinder pump stations. Nothing to report at this time.
 - d. Manholes. Great Lakes and Northern Pipe were asked to inspect and submit a quote for manhole lining. Great Lakes wants \$1,343.00 to inspect and submit a quote. Northern Pipe has inspected the manholes. Northern quoted \$41,818 for the work involving 14 manholes. The work can be completed by the end of September. Motion by Ken Schneider, second by Dennis Lefebber, to accept the quote from Northern Pipe. Motion carried (3-0).
 - e. Odor issues. Dennis Lefebber commented that they notice minimal odor when recently inspecting the manholes. Sabel Mechanical has yet to replace the medium in the rooftop filters.
 - f. Other operational issues. Nothing to report at this time.
4. Approval of District bills. Motion by Dennis Lefebber, second by Ken Schneider, to approve the bills (order #49-52) for a total of \$1,001.38, and to authorize the following transfers:
 - \$1,000.00 from Operations/User Charge Account to the regular checking account.Motion carried (3-0).
5. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, October 3rd at 5:00 pm.
6. Adjournment. President Schmitz declared the meeting adjourned at 5:39p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
OCTOBER 3, 2019
5:00 P.M.
ST. JOHN'S PARISH HOUSE**

Members present: President Franz Schmitz and Commissioners Ken Schneider and Dennis Lefebber. Also present: Recording Secretary Brenda Schneider.

1. Call to order. President Schmitz called the meeting to order at 5:07 p.m.
2. Approval of the minutes of the 9/5/19 meeting. Motion by Dennis Lefebber, second by Ken Schneider, to amend the minutes of the September 5th meeting in reference to the estimate of lining manholes to be \$32,180. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City continues to monitor low flows via use of a portable laser meter. The City believes the flow meter needs to be replaced. The City supplied photos of gravel and grit in the flume noting that they manually remove this debris from the flume every month.

Cody Schoepke submitted quotes to replace the flow meter. An ultrasonic meter is \$4,382 and a laser meter is \$15,199. It was noted, per the Agreement with the City, the City has the authority to replace the meter, at the District's expense, without approval by the Commission.

Ken Schneider has been in contact with Schoepke. Ken informed Schoepke that the manholes have been lined and sewer main cleaned. The functioning of the meter will be monitored. Schoepke supplied Ken with references regarding the laser meter.
 - b. Lift Station. The August and September pump runtime reports were reviewed. It was also noted that Missions emailed reports indicate increased runtime on 10/2 and 10/3 which was during a period of three inches of rain. The Cty W station also spiked during this period.
 - c. Grinder pump stations. Mrs. Welter recently contacted Dennis Lefebber. She indicated the control panel light went off and she heard a noise. Dennis instructed her to call Sabel Mechanical. A bill has yet to be received.
 - d. Manholes. As noted earlier, Northern Pipe has completed the manhole lining and main cleaning project. They tested for pinholes and lined to the waterline. The bill has yet to be received.

Dennis Lefebber departed at 5:29 pm.
 - e. Odor issues. Odor has been noticeable since the mains were cleaned. Ken has advised residents to put water in their traps. Doug Sabel reported changing the medium in the rooftop filters last spring. A bill for this work was not received. Follow-up may be needed. Lee Gilgenbach requests a filter be installed on his house.
 - f. Other operational issues. The claim for Sabel Mechanical's February 14th emergency response and ultimate follow-up a few days later at the Cty Q lift station was recently submitted to WE Energies.
4. Report: Outlying Sewer Group Annual Meeting. The District's share of the de-ammonification project is estimated to be \$5,333.52. The project is planned for 2020.
5. Approval of District bills. Motion by Ken Schneider, second by Dennis Lefebber, to approve the bills (order #53-56) for a total of \$247.06. Motion carried (3-0).
6. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, November 7th at 5:00 pm.
7. Adjournment. President Schmitz declared the meeting adjourned at 5:42p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
NOVEMBER 7, 2019
5:00 P.M.
ST. JOHN'S PARISH HOUSE**

Members present: President Franz Schmitz and Commissioners Ken Schneider and Dennis Lefebber. Also present: Recording Secretary Brenda Schneider.

1. Call to order. President Schmitz called the meeting to order at 5:09 p.m.
2. Approval of the minutes of the 10/3/19 meeting. Motion by Ken Schneider, second by Dennis Lefebber, to approve the minutes of the October 3rd meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City continues to monitor low flows via use of a portable laser meter. The City believes the flow meter needs to be replaced. The City supplied photos of gravel and grit in the flume noting that they manually remove this debris from the flume every month.

Cody Schoepke submitted quotes to replace the flow meter. An ultrasonic meter is \$4,382 and a laser meter is \$15,199. It was noted, per the Agreement with the City, the City has the authority to replace the meter, at the District's expense, without approval by the Commission.

Ken Schneider informed Schoepke that the manholes have been lined and sewer main cleaned. The functioning of the meter will be monitored. Ken attempted contact with Schoepke for an update. Ken will provide an update when available. The Commission would like to see a few months of readings before revisiting the meter replacement issue.

Ken Schneider briefed the other districts during the October 31st joint meeting. The group commented that the laser meter is very accurate and they believe the issue lies in low flows.
 - b. Lift Station. The October pump runtime reports were reviewed. The Commission plans to check manholes during and after the next heavy rain.
 - c. Grinder pump stations. Nothing to report at this time.
 - d. Manholes. As noted earlier, Northern Pipe has completed the manhole lining and main cleaning project. They tested for pinholes and lined to the waterline. The bill was \$38,665.00.
 - e. Odor issues. Odor was more noticeable during and after the mains were cleaned. Two homes had their syphon breaks replaced since the cleaning.

Doug Sabel reported changing the medium in the rooftop filters last spring. A bill for this work was not received. Follow-up may be needed. Lee Gilgenbach requests a filter be installed on his house. Also, Clark Ziegelbauer installed a rooftop filter on his house. Commission discussed contacting Clark about installing a filter on the Gilgenbach house.
 - f. Other operational issues. Nothing to report at this time.
4. Consideration and possible acceptance of a settlement with WE Energies for repairs. The repairs were needed at the Cty. Q lift station on February 14th. Doug Sabel indicated that the problem occurred due to a power surge caused by WE Energies. WE offers to reimburse the District \$793.50. WE indicated that they do not pay for equipment breakdowns. Costs related to breakdown were \$1,256.00. Motion by Dennis Lefebber, second by Ken Schneider, to authorize Brenda Schneider to execute and submit the WE Energies Release. Motion carried (3-0). The balance will be submitted to the District's insurance company.
5. Consideration and possible approval of the 2019 Tax Levy, to be paid in 2020. Motion by Ken Schneider, second by Dennis Lefebber, to not levy a 2019 property tax. Motion carried (3-0).

6. Approval of District bills. Motion by Dennis Lefeber, second by Ken Schneider, to approve the bills (order #57-62) for a total of \$41,358.55, and to authorize the following:
 - Transfer \$41,500 from the Operations/User Charge Account to the regular checking account,
 - Transfer \$10,239.21 from the Operations/User Charge Account to the Debt Service Account, and
 - Transfer \$930.84 from the Operations/User Charge Account to the Reserve for Replacement Account.Motion carried (3-0).
7. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, December 5th at 5:00 pm.
8. Adjournment. President Schmitz declared the meeting adjourned at approximately 5:40 p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
DECEMBER 5, 2019
5:00 P.M.
ST. JOHN'S PARISH HOUSE**

Members present: President Franz Schmitz and Commissioners Ken Schneider and Dennis Lefebber. Also present: Recording Secretary Brenda Schneider.

1. Call to order. President Schmitz called the meeting to order at 5:04 p.m.
2. Approval of the minutes of the 11/7/19 meeting. Motion by Dennis Lefebber, second by Ken Schneider, to approve the minutes of the November 7th meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City continues to monitor low flows via use of a portable laser meter. The City believes the flow meter needs to be replaced. The City supplied photos of gravel and grit in the flume noting that they manually remove this debris from the flume every month.

Cody Schoepke submitted quotes to replace the flow meter. An ultrasonic meter is \$4,382 and a laser meter is \$15,199. It was noted, per the Agreement with the City, the City has the authority to replace the meter, at the District's expense, without approval by the Commission.

Ken Schneider informed Schoepke that the manholes have been lined and sewer main cleaned. The functioning of the meter will be monitored. Ken continues to attempted contact with Schoepke for an update.
 - b. Lift Station. The November pump runtime reports were reviewed. The Commission plans to check manholes during and after the next heavy rain.

Electricity in the area of the Cty Q station recently went down for about three hours. It is unknown if the station was affected.
 - c. Grinder pump stations. Sabel Mechanical recently responded to the Feyen property. Debris was hung-up on the probe causing a malfunction.
 - d. Manholes. Nothing to report at this time.
 - e. Odor issues. Doug Sabel reportedly changed the medium in the rooftop filters last spring. A bill for this work was not received. Lee Gilgenbach continues to request a filter be installed on his house. Also, Clark Ziegelbauer personally installed a rooftop filter on his house. Follow-up in the spring is needed.
 - f. Other operational issues. Commission consensus to televise the following area:
 - Starting South of river on Cty. Q heading north to Cty. Q/W
 - Cty. Q/W by the ball diamond heading east to the lift station
 - Cty. W by Coach House south from Cty. Q/W approximately 400-500 feet
4. Approval of District bills. Motion by Dennis Lefebber, second by Ken Schneider, to approve the bills (order #63-74) for a total of \$9,159.84, and to authorize the following:
 - Transfer \$9,200 from the Operations/User Charge Account to the regular checking account,
 - Transfer \$773.48 from the Operations/User Charge Account to the Debt Service Account, and
 - Transfer \$70.31 from the Operations/User Charge Account to the Reserve for Replacement Account.Motion carried (3-0).
5. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, January 9th at 5:00 pm.
6. Adjournment. President Schmitz declared the meeting adjourned at approximately 5:42 p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary