

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
JANUARY 9, 2020
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 5:08 p.m.
2. Approval of the minutes of the 12/5/19 meeting. Motion by Dennis Lefeber, second by Ken Schneider, to approve the minutes of the December 5th meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter needs to be replaced. Cody Schoepke submitted the following quotes: 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.

Last fall Ken Schneider informed Schoepke that the manholes have been lined and sewer main cleaned. The functioning of the meter has been consistently monitored. Schoepke informed Ken that reporting problems have continued, likely due to low flows. Schoepke indicated that our meter is too big. It was noted the ultrasonic meter will do the job for the short-term; however, the laser meter would be more accurate in the long-term.
 - b. Lift Station. The December pump runtime reports were reviewed.
 - c. Grinder pump stations. Sabel Mechanical recently responded to the Duwell property. Debris was hung-up on the low-level float.
 - d. Manholes. Today Dennis Lefeber checked all of the manholes looking for displaced covers.
 - e. Odor issues. Lee Gilgenbach continues to request a filter be installed on his house. Sabel Mechanical will not send his employees on the roofs of private homes.

Recently Sabel Mechanical submitted a bill for servicing the air vents only.
 - f. Other operational issues. Ken Schneider spoke to Mark Haensgen. He is willing to do routine maintenance but not emergency services. The Commission is interested in speaking to him.
4. Approval of District bills. Motion by Dennis Lefeber, second by Ken Schneider, to approve the bills (order #1-6) for a total of \$6,965.51, and to authorize the following:
 - Transfer \$7,000 from the 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, February 6th at 5:00 pm.
6. Adjournment. President Schmitz declared the meeting adjourned at approximately 5:46 p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
FEBRUARY 6, 2020
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 1/9/2020 meeting. Motion by Dennis Lefebber, second by Ken Schneider, to approve the minutes of the January 9th meeting as distributed. Motion carried (3-0).
3. Annual review of insurance coverage with Mike Immel, Rural Mutual Insurance Co. All the property locations were reviewed and updated as needed last year. Mike summarized the District's coverage. He noted that the deductible for equipment breakdown was increased to \$1,000.
4. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter needs to be replaced. Cody Schoepke submitted the following quotes: 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.

Last fall Ken Schneider informed Schoepke that the manholes have been lined and sewer main cleaned. The functioning of the meter has been consistently monitored. Schoepke informed Ken that reporting problems have continued, likely due to low flows. Schoepke indicated that our meter is too big. It was noted the ultrasonic meter will do the job for the short-term; however, the laser meter would be more accurate in the long-term.
 - b. Lift Station. The January pump runtime reports were reviewed.
 - c. Grinder pump stations. Sabel Mechanical responded to the Duwell property on a couple of occasions recently. He found an issue with the conduit containing the cable. Moisture seeping into the pipe is freezing. Sabel will fix the conduit in the spring.
 - d. Odor issues. Nothing to report at this time.
 - e. Televising. Details of the project area were delivered to Eric Otte. Otte is in the process of soliciting bids for OSG members.
 - f. Other operational issues. Ken Schneider spoke to Mark Haensgen. He is no longer interested in working for the District. Calumet Sanitary District has suggested on a couple of occasions that the districts collectively hire a full-time maintenance person. The Commission may consider this in the future.

The District received \$793.50 from WE Energies for the emergency response needed to the Cty Q lift station caused by a power outage on 2/14/2019. The bills not reimbursed have been sent to Rural Mutual Ins. as an equipment breakdown claim.
5. Approval of District bills. Motion by Dennis Lefebber, second by Ken Schneider, to approve the bills (order #7-15) for a total of \$5,862.86, and to authorize the following:
 - Transfer \$5,800 from the Operations/User Charge Account to the regular checking account.Motion carried (3-0).
6. Discuss revised Operations & Maintenance Agreement with Taycheedah Sanitary District No. 1. Taycheedah Sanitary District No. 3's version of the document was distributed to the Commission. It was noted that Johnsburg Sanitary District has yet to receive the document.

7. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, March 5th at 5:00 pm.
8. Adjournment. President Schmitz declared the meeting adjourned at approximately 6:12 p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
MARCH 5, 2020
5:00 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 5:08 p.m.
2. Approval of the minutes of the 2/6/2020 meeting. Motion by Ken Schneider, second by Franz Schmitz, to approve the minutes of the February 6th meeting as distributed. Motion carried (2-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter needs to be replaced. Cody Schoepke submitted the following quotes: 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.

Last fall Ken Schneider informed Schoepke that the manholes have been lined and sewer main cleaned. The functioning of the meter has been consistently monitored. Schoepke informed Ken that reporting problems have continued, likely due to low flows. Schoepke indicated that our meter is too big. It was noted the ultrasonic meter will do the job for the short-term; however, the laser meter would be more accurate in the long-term.
 - b. Lift Station. The February pump runtime reports were reviewed.

Recently the Malone station went down temporarily when WE Energies was working on the lines.
 - c. Grinder pump stations. Nothing to report.
 - d. Other operational issues. Eric Otte distributed the results of the televising bid.

Green Bay Pipe & TV, LLC	\$1,149.20
Northern Pipe, Inc.	\$1,166.10
Great Lakes TV Seal, Inc	\$1,588.60

Motion by Ken Schneider, second by Franz Schmitz, to accept the proposal from either Green Bay Pipe or Northern Pipe dependent upon the decisions of the other districts involved. Motion carried (2-0).
4. Discuss the obligations for De-ammonification Clean Water Fund Loan payment. The District's obligation is \$5,661.94. The loan can be paid in full by 4/15/2020 or paid via a 20-year installment plan. Early pay-off will not be an option once on the installment plan. The rate of interest is 1.87%. Motion by Ken Schneider, second by Franz Schmitz, to pre-pay \$5,661.94, the District's share of the de-ammonification project, which will save \$1,058.55 in interest expense. Motion carried (2-0).
5. Approval of District bills. Motion by Ken Schneider, second by Franz Schmitz, to approve the bills (order #16-23) for a total of \$23,690.06, and to authorize the following:
 - Transfer \$18,275.92 from the Local Revenues Account to the regular checking account.Motion carried (2-0).
6. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, April 9th at 5:00 pm.
7. Adjournment. President Schmitz declared the meeting adjourned at approximately 5:51 p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
April 9, 2020
5:00 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 5:05 p.m.
2. Approval of the minutes of the 3/5/2020 meeting. Motion by Ken Schneider, second by Dennis Lefebber, to approve the minutes of the March 5th meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter needs to be replaced. Cody Schoepke submitted the following quotes: 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.

Last fall Ken Schneider informed Schoepke that the manholes have been lined and sewer main cleaned. The functioning of the meter has been consistently monitored. Schoepke informed Ken that reporting problems have continued, likely due to low flows. Schoepke indicated that our meter is too big. It was noted the ultrasonic meter will do the job for the short-term; however, the laser meter would be more accurate in the long-term. Commission is awaiting the 2019 true-up before taking action.
 - b. Lift Station. The March pump runtime reports were reviewed.

Sabel Mechanical performed annual cleaning and inspection at both stations. Sabel has submitted a quote of \$1,824.10 to replace impellers and wear-rings at the Malone station. Ken Schneider will contact Doug Sabel for more information. The matter was postponed to the next meeting.
 - c. Grinder pump stations. The Welter station may have been experiencing long run times and blinking lights possibly due to stuck floats. Ken Schneider will ask Sabel Mechanical to take a look at it.
 - d. Other operational issues. There was discussion of increased runtimes/flows. Dennis Lefebber has checked all manhole covers. Televising is planned for later this year.
4. Approval of District bills. Motion by Dennis Lefebber, second by Ken Schneider, to approve the bills (order #24-31) for a total of \$2,205.04, and to authorize the following:
 - Transfer \$6,800.00 from the Operations/User Charge Account to the regular checking account,
 - Transfer \$8,430.30 from Operations/User Charge Account to the Debt Service Account, and
 - Transfer \$766.39 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, May 7th at 5:00 pm.
6. Adjournment. President Schmitz declared the meeting adjourned at approximately 5:34 p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
May 7, 2020
5:00 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 5:06 p.m.
2. Approval of the minutes of the 4/9/2020 meeting. Motion by Dennis Lefebber, second by Ken Schneider, to approve the minutes of the April 9th meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter be replaced. Cody Schoepke submitted the following quotes: 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.

Last fall Ken Schneider informed Schoepke that the manholes have been lined and sewer main cleaned. The functioning of the meter has been consistently monitored. Schoepke informed Ken that reporting problems have continued, likely due to low flows. Schoepke indicated that our meter is too big. It was noted the ultrasonic meter will do the job for the short-term; however, the laser meter would be more accurate in the long-term. Commission received the 2019 true-up indicating a balance due of \$1,839.32. The televising report is expected by the next meeting. No action was taken.
 - b. Lift Station. The April pump runtime reports were reviewed.

Commissioners noticed spike in flows at the Malone station. There was also a spike at the Johnsburg station when the power company was replacing poles.

Sabel Mechanical performed annual cleaning and inspection at both stations. Sabel has submitted a quote of \$1,824.10 to replace impellers and wear-rings at the Malone station. Ken Schneider will contact Doug Sabel for more information. The matter was postponed to the next meeting.
 - c. Grinder pump stations. The Welter station may have been experiencing long run times and blinking lights possibly due to stuck floats. Ken Schneider asked Sabel Mechanical to take a look at it.
 - d. Other operational issues. Nothing to report.
4. Acknowledge receipt of Agreement for the Allocation of Costs and Transportation of Wastewater Between Taycheedah Sanitary District No. 1 and Johnsburg Sanitary District. The Commission believes it is in the District's best interest to wait for the ratification of the Master Agreement.
5. Approval of District bills. Motion by Ken Schneider, second by Dennis Lefebber, to approve the bills (order #32-38) for a total of \$5,511.54, and to authorize the following:
 - Transfer \$5,200.00 from the Operations/User Charge Account to the regular checking account.Motion carried (3-0).
6. Review Annual Financial Report. Relining some of the Johnsburg Road manholes caused a significant increase in repairs and maintenance expenses during 2019. Overall, the District's reserve funds decreased by \$18,378.56.
7. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, June 4th at 5:00 pm.

8. Adjournment. Motion by Dennis Lefeber, second by Ken Schneider, to adjourn the meeting at 5:49 p.m. Motion carried (3-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING**

June 4, 2020

5:00 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 and Bill Gius.

1. Call to order. President Schmitz called the meeting to order at 5:04 p.m.
2. Approval of the minutes of the 5/7/2020 meeting. Motion by Dennis Lefebber, second by Ken Schneider, to approve the minutes of the May 7th meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter be replaced. Cody Schoepke submitted the following quotes: 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.

Last fall Ken Schneider informed Schoepke that the manholes have been lined and sewer main cleaned. The functioning of the meter has been consistently monitored. Schoepke informed Ken that reporting problems have continued, likely due to low flows. It was noted the ultrasonic meter will do the job for the short-term; however, the laser meter would be more accurate in the long-term. Commission received the 2019 true-up indicating a balance due of \$1,839.32. The televising report is expected by the next meeting. No action was taken.
 - b. Lift Station. The May pump runtime reports were reviewed.

The Missions system has sent several alerts from the Malone station. Ken Schneider asked Doug Sabel to take a look at it. Sabel found the station to be operating mechanically sound. Ken will contact Hal Henderson.

Sabel has submitted a quote of \$1,824.10 to replace impellers and wear-rings at the Malone station. Ken Schneider will contact Doug Sabel for more information. The matter was postponed to the next meeting.
 - c. Grinder pump stations. Nothing to report at this time.
 - d. Televising report. The report from Green Bay Pipe & TV was received. No issues were found.
 - e. Other operational issues. Ken Schneider ordered an odor filter for the roof-top vent for Lee Gilgenbach. It has been installed.

Bill Gius briefed the Commissioners regarding the current Outlying Sewer Group matters.
4. Approval of District bills. Motion by Dennis Lefebber, second by Ken Schneider, to approve the bills (order #39-45) for a total of \$1,790.56, and to authorize the following:
 - Transfer \$1,800.00 from the Operations/User Charge Account to the regular checking account,
 - Transfer \$564.05 from the Operations/User Charge Account to the Debt Service Account, and
 - Transfer \$51.28 from the Operations/User Charge Account to the Reserve for Replacement Account.Motion carried (3-0).

Motion by Ken Schneider, second by Dennis Lefebber, to transfer \$10,000.00 from the Operations/User Charge Account to the Local Revenues Account. Motion carried (3-0).
5. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, July 9th at 5:00 pm.
6. Adjournment. President *Schmitz* declared the meeting adjourned at 5:36 p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
July 9, 2020
5:00 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 5:08 p.m.
2. Approval of the minutes of the 6/4/2020 meeting. Motion by Ken Schneider, second by Dennis Lefebber, to approve the minutes of the June 4th meeting with a correction of President Schneider to President Schmitz under Adjournment. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter be replaced. Cody Schoepke submitted the following quotes: 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.

Hal Henderson, Missions Communications, offered to temporarily install a Missions-compatible radar meter for a trial period. Hal is working with the City to determine if the meter would meet with their approval. The consensus of the Commission was to accept Hal's offer, for a period not to exceed 90 days, at no cost to the District for the trial period.
 - b. Lift Station. The June pump runtime reports were reviewed.

Hal Henderson, Missions Communications, performed a site visit to the Malone station. Hal made system modifications and also determined that a loose wire was the cause of numerous alerts.
Sabel Mechanical recently cleaned both stations.
Sabel Mechanical has submitted a quote of \$1,824.10 to replace impellers and wear-rings at the Malone station. Ken Schneider will contact Doug Sabel for more information.
 - c. Grinder pump stations. Sabel Mechanical corrected issues with floats and cables at two locations.
 - d. Odor Issues. Roof top filters were recently installed on the Fink and Gilgenbach homes. Ziegelbauer self-installed a filter to his home.

Ken has been receiving complaints of strong odor at the meter station. Sabel Mechanical recently replenished the medium in the air vent at the meter station.
 - e. Other operational issues. None to report.
4. Approval of District bills. Motion by Dennis Lefebber, second by Ken Schneider, to approve the bills (order #45-53) for a total of \$3,471.84, and to authorize the following:
 - Transfer \$3,500.00 from the 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, August 6th at 5:00 pm.
6. Adjournment. President Schmitz declared the meeting adjourned at 5:50 p.m.

Attest. _____

Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING**

August 6, 2020

5:00 P.M.

ST. JOHN'S PARISH HOUSE

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

1. Call to order. President Schmitz called the meeting to order at 5:05 p.m.
2. Approval of the minutes of the 7/9/2020 meeting. Motion by Dennis Lefeber, second by Ken Schneider, to approve the minutes of the July 9th meeting as distributed. Motion carried (3-0). Ken Schneider contacted Sabel Mechanical to stress the need for more detailed billing. He is awaiting a call back from the person that handles the billing for the company
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter be replaced. Cody Schoepke submitted the following quotes: 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.

The Commission accepted an offer from Hal Henderson, Missions Communications, to temporarily install a Missions-compatible radar meter for a trial period. Hal is working with the City to determine if the meter would meet with their approval. The trial is expected to be for a period not to exceed 90 days, at no cost to the District for the trial period. There is no project update at this time.
 - b. Lift Station. The July pump runtime reports were reviewed.
 - c. Grinder pump stations. Noting to report at this time.
 - d. Odor Issues. Sabel Mechanical recently replenished to medium at the air vents. Ken has not received any complaints since the new rooftop vents were installed.
 - e. Other operational issues. Nothing to report at this time.
4. Approval of District bills. Motion by Ken Schneider, second by Dennis Lefeber, to approve the bills (order #54-57) for a total of \$2,194.06, and to authorize the following:
 - Transfer \$18,275.92.00 from the Operations/User Charge Account to the Local Revenues Account.Motion carried (3-0).
5. Agreement for the Allocation of Costs and Transportation of Wastewater Between Taycheedah Sanitary District No. 1 and Johnsburg Sanitary District. President Schmitz attempted to meet with Attorney Matt Parmentier. There appears to be some confusion as to the status of JSD as a client due to the fact the District has not sought legal counsel since Attorney John St. Peter retired. Attorney Parmentier was not available this week.

Ken Schneider's main concern with the draft document is sharing in the expenses of the meters. He is of the opinion that our existing contract is good and does not see a reason to completely replace it.

Dennis Lefeber has concerns with the timing of the Master Agreement negotiations.

Ken questions the additional language. He continues to support changing the existing agreement to clarify cost-sharing at the three lift stations.

Katherine Diederich commented that if you continue to wait for the perfect scenario with the OSG, it will be another ten years. The goal of the districts is to have a consistent agreement. Eric Otte did not find anything detrimental to the districts in Matt Parmentier's comments. Katherine added that TSD#1 does not like the current agreements because of the lack of cost-share at the lift stations. She took the best parts of each of the existing agreements to create the proposed version. In response to the question of TSD#3's intent, Katherine commented that if it gets on the agenda, it will be approved by John Rickert and herself.

Brenda Schneider clarified, as noted in the minutes of the joint sanitary district meetings, that the upstream districts never agreed to a new agreement. The parties consistently stated they would support amendments to their existing agreements.

A year ago, JSD approved and submitted an amendment to their agreement clarifying cost-sharing at the lift stations. TSD#1 has not provided a reply.

Ken Schneider is concerned with the fact TSD#1 released version 1 containing a significant error and now there is a version 2 and 3. It appears someone is trying to stir-up issues. He's had past issues when he was on the school board for the Holyland School District. The Diocese required the schools establish boundaries. One of the TSD#1 Commissioners misinterpreted the project and caused issues between him and other members of the community, including his sister. He lost trust in this individual. Ken wants to keep the existing agreement and is not concerned if there continues to be three different agreements.

Dennis Lefebber supports meeting with the attorney.

6. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, September 10th at 5:00 pm.
7. Adjournment. Motion by Dennis Lefebber, second by Ken Schneider, to adjourn the meeting at 5:28 pm. Motion carried (3-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
September 10, 2020
5:00 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 5:09 p.m.
2. Approval of the minutes of the 8/6/2020 meeting. Motion by Ken Schneider, second by Dennis Lefebber, to approve the minutes of the August 6th meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter be replaced. Cody Schoepke submitted the following quotes: 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.

The Commission accepted an offer from Hal Henderson, Missions Communications, to temporarily install a Missions-compatible radar meter for a trial period. Hal is working with the City to determine if the meter would meet with their approval. The trial is expected to be for a period not to exceed 90 days, at no cost to the District for the trial period. There is no project update at this time. Brenda Schneider will request an update.
 - b. Lift Station. The August pump runtime reports were reviewed. Recent alerts indicated that Pump 1 and 2 were not running. It was presumed Sabel was checking it out.
 - c. Grinder pump stations. The Steffes station has been problematic. Sabel Mechanical has been there three times recently. Wastewater was coming back into the station faster than the pump could remove it. The backflow preventer may be stuck. Ken asked Shane Sabel to check it. Shane planned to return this past Monday. Ken has not received a follow-up report.
 - d. Odor Issues. Mr. Schneiderhan contacted Ken Schneider many times over the years. Quite some time ago, Schneiderhan plugged his vent and consistently refused a rooftop vent. In August, Schneiderhan contacted the City. Eric Otte responded via email. Otte suggested installing a vent and air scrubber on manhole #03-20. Otte also noted that a vent plugged air-tight could force more gas into the house.
 - e. 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 #58-61) for a total of \$205.02, and to authorize the following:
 - Transfer \$10,571.68 from the Operations/User Charge Account to the Debt Service Account,
 - Transfer \$961.06 from the Operations/User Charge Account to the Reserve for Replacement Account, and
 - Transfer \$1,026.05 from the Debt Service Account to the User Charge Account (Calumet collections via tax bills).Motion carried (3-0).
5. Review and possible approval of the 2019 Compliance Maintenance Annual Report. After review of the Report, motion by Ken Schneider, second by Dennis Lefebber, to approve the 2019 CMAR and file it with the DNR. Motion carried (3-0).
6. Agreement for the Allocation of Costs and Transportation of Wastewater Between Taycheedah Sanitary District No. 1 and Johnsburg Sanitary District. President Schmitz attempted to meet with Attorney Matt Parmentier. His call has not been returned.

It has been learned that Taycheedah Sanitary District #1 has retained Eric Otte to assist in reviewing and possibly modifying the document. The Commission will await a potential version #4 of the document.

7. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, October 1st at 5:00 pm. The Annual OSG meeting will be on Thursday, September 17th, at 6:00 p.m. at the treatment plant.
8. Adjournment. President Schmitz declared the meeting adjourned at 5:51 p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
October 5, 2020
5:00 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 5:01 p.m.
2. Approval of the minutes of the 9/10/2020 meeting. Motion by Dennis Lefebber, second by Ken Schneider, to approve the minutes of the September 10th meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter be replaced. Cody Schoepke submitted the following quotes: 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.

Hal Henderson, Missions Communications, installed the temporary radar meter on Saturday, October 3rd. The trial is expected to be for a period not to exceed 90 days, at no cost to the District. Hal has Cody involved in the pilot project.
 - b. Lift Station. The September pump runtime reports were reviewed.

Ken Schneider has recently received alarm calls in the middle of the night from the Malone station. Ken called Doug Sabel. Doug noted receiving the alarm calls but hasn't responded. He believes they were false alarms. Ken will contact Hal.
 - c. Grinder pump stations. The Steffes station was problematic. Sabel Mechanical responded three times last month. Wastewater was coming back into the station faster than the pump could remove it. The backflow preventer may be stuck. Ken asked Shane Sabel to check it. Shane planned to return. Ken has not received a follow-up report. Sabel Mechanical submitted four invoices for this situation. One of the invoices notes a need to order ISR panels. Ken will contact them for their detailed reports for the four visits.
 - d. Odor Issues. Nothing new to report at this time.
 - e. Other operational issues. Nothing to report at this time.
4. Approval of District bills. Motion by Ken Schneider, second by Dennis Lefebber, to approve the bills (order #62-66), with the exception of the invoices from Sabel Mechanical pending clarification, for an adjusted total of \$215.90. No transfer of funds was necessary. Motion carried (3-0).
5. Agreement for the Allocation of Costs and Transportation of Wastewater Between Taycheedah Sanitary District No. 1 and Johnsburg Sanitary District. TSD#1 has retained Eric Otte to assist in reviewing and possibly modifying the document. The Commission is awaiting the release of another version of the document.
4. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, November 5th, at 5:00 pm. The Joint Meeting will be on Thursday, October 22nd, at 5:30 p.m. at the Taycheedah Town Hall.
5. Adjournment. President Schmitz declared the meeting adjourned at 5:45p.m.

Attest. _____
Brenda A. Schneider, District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
November 5, 2020
5:00 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 5:00 p.m.
2. Approval of the minutes of the 10/5/2020 meeting. Motion by Dennis Lefebber, second by Ken Schneider, to approve the minutes of the October 5th meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter be replaced. Cody Schoepke submitted the following quotes: 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.

Hal Henderson, Missions Communications, installed the temporary radar meter on Saturday, October 3rd. The trial is expected to be for a period not to exceed 90 days, at no cost to the District. Hal has Cody involved in the pilot project.

Cody Schoepke reported to Ken Schneider that so far the comparisons of the readings are accurate. Motion by Dennis Lefebber, seconded by Ken Schneider, to release the daily Missions flow reports to the City. Motion carried (3-0).
 - b. Lift Station. The October pump runtime reports were reviewed.

Ken Schneider contracted Midwest Contract Operations (MCO), Neenah. MCO provides preventative maintenance services but not repair services. Both St. Cloud and Mt. Calvary utilize MCO. Jerry Olig coordinates needed repair work for Mt. Calvary and Dale Bink does the same for St. Cloud. MCO recommended Crane International or Sabel Mechanical for repair services. Crane charges \$400 for each service call and \$145 per hour/per person.

One pump went down for three days at the Malone lift station. Ken Schneider contacted Doug Sabel. The matter was resolved.
 - c. Grinder pump stations. The Steffes station was problematic recently. Sabel Mechanical submitted four invoices for their response. The following is a summary of their invoices:
 - 1st visit - The system was working upon arrival.
 - 2nd visit - The system was working but two parts were replaced.
 - 3rd visit - They couldn't find any problems.
 - 4th visit - The next day they discovered another part was the issue.

Also, the discharge pipe from Bob's house was trimmed. The original length was causing build-up on one side of the pit.

One of the Sabel Mechanical invoices noted a need to order ISR panels. JSD had one in Sabel's inventory which was originally installed at the Mike Lefebber property. A past decision by the Commission was to replace panels as needed. The Commission may reconsider this decision in the near future. Ken Schneider will contact Doug Sabel.
 - d. Odor Issues. Nothing new to report at this time.
 - e. Other operational issues. Ken Schneider received a call from a property owner regarding late fees. The individual indicated he did not receive the second quarter bill. The bill, less late fees, was recently paid.
4. Approval of District bills. Motion by Dennis Lefebber, second by Ken Schneider, to approve the bills (order #68-73), for a total of \$10,581.69, and to authorize the following:

- Transfer \$8,500.00 from the Operations/User Charge Account to the regular checking account,
 - Transfer \$8,779.11 from the Operations/User Charge Account to the Debt Service Account, and
 - Transfer \$798.10 from the Operations/User Charge Account to the Reserve for Replacement Account.
- Motion carried (3-0).

5. Review Debt Service Account. The District's current financing plan projects refinancing the remaining debt by October 2021. Based upon the projected flow of committed funds vs. the scheduled loan payments, the refinancing will need to occur prior to April 2021 unless the Commission prematurely redeems the CD. The CD will mature on 1/29/2022. Brenda Schneider will contact Dan Hintze, National Exchange Bank, regarding refinancing.
6. Consideration and possible approval of the 2020 property tax levy, payable 2021. Motion by Ken Schneider, second by Dennis Lefeber, to not levy a property tax for 2020. Motion carried (3-0).
7. Agreement for the Allocation of Costs and Transportation of Wastewater Between Taycheedah Sanitary District No. 1 and Johnsborg Sanitary District. The latest version of the document, expected to be revised based upon discussion during the 10/22/2020 joint sanitary district meeting, has not yet been received.
8. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, December 3rd, at 5:00 pm.
9. Adjournment. President Schmitz declared the meeting adjourned at 5:52 p.m.

Attest. _____

Brenda A. Schneider
District Recording Secretary

**JOHNSBURG SANITARY DISTRICT
MONTHLY COMMISSION MEETING
December 3, 2020
5:00 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 5:00 p.m.
2. Approval of the minutes of the 11/5/2020 meeting. Motion by Dennis Lefebber, second by Ken Schneider, to approve the minutes of the November 5th meeting as distributed. Motion carried (3-0).
3. Discussion and possible action regarding operational issues:
 - a. Meter station. The City recommends the flow meter be replaced. Cody Schoepke submitted the following quotes: 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.

Hal Henderson, Missions Communications, installed the temporary radar meter on Saturday, October 3rd. The trial is expected to be for a period not to exceed 90 days, at no cost to the District. Hal has Cody involved in the pilot project.

The City removed their temporary meter Tuesday morning, December 1st. Cody Schoepke reported to Ken Schneider that so far the comparisons of the readings are accurate. Cody noted that sometimes the original meter functions accurately for brief periods after the monthly recalibrating. The City and the OSG will be asked for guidance as to steps needed for approval.
 - b. Lift Station. The November pump runtime reports were reviewed.

Recently WE Energies contacted Ken Schneider to alert him that they planned to temporarily disconnect power to the Malone station while they replace a power pole. Ken subsequently alerted Sabel Mechanical for the purpose of ignoring the alarm that will be sent by the Missions system. The morning of the planned event, WE Energies contacted Ken to let him know they had cancelled the work for that day. Ken was unsuccessful in updating Doug Sabel. Later that morning Doug returned Ken's call. Doug informed Ken that he sent a team to the site that morning. They unnecessarily pumped down the station in anticipation of the disconnection of power.
 - c. Grinder pump stations. A recent Sabel Mechanical invoice noted a need to order ISR panels. JSD had one in Sabel's inventory which was originally installed at the Mike Lefebber property. A past decision by the Commission was to replace panels as needed. The Commission recalls a quote from early in the year of approximately \$3,000 each or \$48,000 to replace all of the panels. Ken Schneider will contact Doug Sabel regarding ordering one panel to keep in stock.
 - d. Odor Issues. Due to an unknown reason, the odor level has been much better lately. The Commission believed Calumet Sanitary District started pre-treatment about a year ago.
 - e. 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 #74-82), for a total of \$8,165.42, and to authorize the following:
 - Transfer \$8,100.00 from the Operations/User Charge Account to the regular checking account.Motion carried (3-0).

5. Review Debt Service Account. The District's current financing plan projects refinancing the remaining debt no later than October 2021. Based upon the projected flow of committed funds vs. the scheduled loan payments, the refinancing will need to occur prior to April 2021 unless the Commission prematurely redeems the CD. The CD will mature on 1/29/2022. Brenda Schneider contacted Dan Hintze, National Exchange Bank, regarding refinancing. Mr. Hintz is awaiting a response from their attorney but he believes the previously refinanced note would need to be paid-off in about 12 years. With a proposed interest rate of 2.95% and the current balance of \$395,000, annual payments would increase from \$30,000 to \$46,000. Brenda will discuss the matter further with Dan Hintz and the Commission will contact other lending institutions for proposals.
7. Agreement for the Allocation of Costs and Transportation of Wastewater Between Taycheedah Sanitary District No. 1 and Johnsborg Sanitary District. The latest version of the document, expected to be revised based upon discussion during the 10/22/2020 joint sanitary district meeting, has yet to be received.
8. Schedule the next meeting. The next Commission meeting is scheduled for Thursday, January 7th, at 5:00 pm.
9. Adjournment. President Schmitz declared the meeting adjourned at 6:11 p.m.

Attest. _____
Brenda A. Schneider
District Recording Secretary