

**TAYCHEEDAH SANITARY DISTRICT NO. 1
REGULAR BUSINESS MEETING**

**January 23, 2023 – 5:00 P.M.
TAYCHEEDAH TOWN HALL
W4295 KIEKHAEFER PARKWAY
FOND DU LAC, WI 54937-6802**

Call to Order

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: P. Yohann
Maintenance: M. Haensgen
Absent: Inspection: J. Rickert

Approval of Agenda

Motion: by J. Huck, second by M. Nett, to approve the Agenda.

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

Approval of December 19, 2022, Regular Business Meeting Minutes

Motion: by J. Huck, second by M. Nett, to approve the December 19, 2022 Regular Business Meeting Minutes.

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

REGULAR BUSINESS

Financial Report

Financial statements were distributed and discussed. M. Nett stated the long-term trend of the value of assets declining and the possibility of raising the quarter fee. A CD at Fox Valley will be maturing in February, and renewal will be discussed at the next meeting. K. Diederich relayed the 24-month rolling average has been calculated and 2019 joint OSG bills will be forwarded to M. Nett soon.

Motion: by M. Nett, second by D. Weber, to approve the Financial Statements.

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

Approval of Bills/Sign checks

Motion: by J. Huck, 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 January 2023 is on file.
- There was nothing to report.

Maintenance Report

- A copy of the detailed log of maintenance activities during the month of January 2023 is on file.
- M. Haensgen reported Sabel Mechanical will be pumping out the pits on January 30.

Administrative Clerk's Report

- A copy of the detailed log of administrative clerk activities during the month of January 2023 is on file.
- P. Yohann reported on year-end activities, preparing materials for M. Nett during her absence, and processing 4th quarter payments.

UNFINISHED BUSINESS

1. Update on the AGREEMENT FOR THE ALLOCATION OF COSTS AND TRANSPORTATION OF WASTEWATER.

M. Nett stated that there was nothing to report as Johnsbury Sanitary District has not yet received the information they requested.

NEW BUSINESS

There was none to discuss.

PUBLIC COMMENT

None to be reported.

ADJOURNMENT:

The meeting adjourned at 5:23 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

TAYCHEEDAH SANITARY DISTRICT NO. 1
REGULAR BUSINESS MEETING
February 20, 2023 – 5:00 P.M.
TAYCHEEDAH TOWN HALL
W4295 KIEKHAEFER PARKWAY
FOND DU LAC, WI 54937-6802

Call to Order

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
Maintenance: M. Haensgen
Absent: Administrative Clerk: Priscilla Yohann
Inspection: J. Rickert

Approval of Agenda

Motion: by D. Weber, second by J. Huck, to approve the Agenda.

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

Approval of January 23, 2022, Regular Business Meeting Minutes

Motion: by J. Huck, second by D. Weber, to approve the January 23, 2022 Regular Business Meeting Minutes.

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

REGULAR BUSINESS

Financial Report

Financial statements were distributed and discussed. A CD at Fox Valley will be maturing in February, and renewal will be discussed at the next meeting. K. Diederich relayed the 24-month rolling average has been calculated and 2019 joint OSG bills and other spreadsheets were distributed by Kathy to each commissioner and also copies will be sent to each upstream district for their share of the latest shared bills.

Motion: by J. Huck, second by D. Weber, to approve the Financial Statements.

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

Motion: by M. Nett to have sanitary district cash in CD at Fox Valley Savings Bank when matures on 2/22/2023 and re-invest it at Fox Valley in a CD that matures in 19 months, second by J. Huck.

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

Approval of Bills/Sign checks

Motion: by M. Nett, second by J. Huck, to approve the bills as submitted.

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

Inspection Report:

- There was nothing to report.

Maintenance Report

- M. Haensgen reported we are still waiting for the computer board replacement for the Winnebago lift station.

Administrative Clerk's Report

- Acting clerk M. Nett reported he had collected the receipts and made two deposits with one more expected in February.

UNFINISHED BUSINESS

1. **Update on the AGREEMENT FOR THE ALLOCATION OF COSTS AND TRANSPORTATION OF WASTEWATER.**

M. Nett stated that there was nothing to report as Johnsbury Sanitary District has not yet received the information they requested.

NEW BUSINESS

There was none to discuss.

PUBLIC COMMENT

None to be reported.

ADJOURNMENT:

The meeting adjourned at 5:15 PM.

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

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

Respectfully submitted by:

Mike Nett
Acting Administrative Clerk

TAYCHEEDAH SANITARY DISTRICT NO. 1
REGULAR BUSINESS MEETING
March 27, 2023 – 5:00 P.M.
TAYCHEEDAH TOWN HALL
W4295 KIEKHAEFER PARKWAY
FOND DU LAC, WI 54937-6802

Call to Order

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

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

Approval of February 20, 2023, Regular Business Meeting Minutes

Motion: by J. Huck, second by D. Weber, to approve the February 20, 2023 Regular Business Meeting Minutes.

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

REGULAR BUSINESS

Financial Report

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 D. Weber second by J. Huck, 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 March 2023 is on file.
- J. Rickert requested a notice be sent to customers alerting them to upcoming inspections. He questioned if the customer on Sylvan Beach had made the necessary repairs. M. Nett relayed a text received 12-20-22 stating the repairs were made along with photos.

Maintenance Report

- A copy of the detailed log of maintenance activities during the month of March 2023 is on file.
- M. Haensgen stated he will check on when the installation will take place of the chip for the air conditioner at the Winnebago lift station by Energenics.

Administrative Clerk's Report

- A copy of the detailed log of administrative clerk activities during the month of March 2023 is on file.
- P. Yohann had nothing specific to detail and all regular duties were being performed.

UNFINISHED BUSINESS

1. **Update on the AGREEMENT FOR THE ALLOCATION OF COSTS AND TRANSPORTATION OF WASTEWATER.**

M. Nett stated that there was nothing to report.

NEW BUSINESS

There was none to discuss.

PUBLIC COMMENT

None to be reported.

ADJOURNMENT:

The meeting adjourned at 5:43 PM.

Motion: by M. Nett, second by J. Huck, to adjourn.

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

Respectfully submitted by:

Priscilla Yohann
Administrative Clerk

**TAYCHEEDAH SANITARY DISTRICT NO. 1
REGULAR BUSINESS MEETING**

**April 24, 2023 – 5:00 P.M.
TAYCHEEDAH TOWN HALL
W4295 KIEKHAEFER PARKWAY
FOND DU LAC, WI 54937-6802**

Call to Order

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

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

Approval of March 27, 2023, Regular Business Meeting Minutes

Motion: by D. Weber, second by J. Huck, to approve the March 27, 2023 Regular Business Meeting Minutes.

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

REGULAR BUSINESS

Financial Report

Financial statements were distributed and discussed.

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

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

Motion: by M. Nett to reinvest the maturing CD at Fox Valley Savings Bank for a period of not less than 11 months.

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 April 2023 is on file.
- J. Rickert stated clearwater inspections will begin soon on Winnebago Street.
- M. Nett reported on a conversation with an excavator that inquired about a resident on Hwy 151 who wanted to tie into the system via a resident who is a customer. Discussion was held. M. Nett has contacted E. Otte for more information and advice.

Maintenance Report

- A copy of the detailed log of maintenance activities during the month of April 2023 is on file.
- M. Haensgen reported the air conditioner at the Winnebago lift station is no longer working. Ziegelbauer HVAC has located one for installation. M. Nett inquired if Energenecs had installed the panel to which M. Haensgen reported not yet. Notification calls were questioned if they were received for the Winnebago lift station when a breaker tripped. M. Haensgen will investigate why notifications were not received.
- D. Weber inquired if the wet wells require painting. J. Rickert stated some are showing signs of rust. Discussion was held. M. Nett suggested a checklist be established and E. Otte be contacted to determine what else the District should be doing besides televising and inspections.

Administrative Clerk's Report

- A copy of the detailed log of administrative clerk activities during the month of April 2023 is on file.
- P. Yohann stated a resident inquired about the additional gravel for the road to the Brookhaven lift station. M. Haensgen will investigate it. The payments for the 4th quarter, 2019 invoices were received from Johnsborg and Taycheedah Sanitary Districts, and six (6) sanitary districts were contacted for wage information.

UNFINISHED BUSINESS

1. Update on the AGREEMENT FOR THE ALLOCATION OF COSTS AND TRANSPORTATION OF WASTEWATER.

M. Nett stated the unsigned agreement will be addressed at the upcoming joint OSG meeting. To date Johnsborg Sanitary District has not signed the agreement due to concerns about the City's phosphorus retribution. The concern of the OSG Master Agreement has been resolved. K. Diederich will present 2020 invoices and will have 2021 and 1st quarter 2022 prepared. M. Nett questioned how K. Diederich is compensated to which she replied she is not. Discussion was held and the commissioners agreed some compensation should be rewarded. She requested P. Yohann assist in compiling and distributing invoices to the upstream districts for more timely delivery and payment of invoices.

NEW BUSINESS

1. Discussion and possible action of the improper connection at N8279 and N8293 Ashberry Avenue.

M. Nett reported on a clearwater violation by two new houses under construction on Ashberry Avenue. An approximate 2-inch hole had been drilled in the sewer riser pipe with gravel entering the system. The issue was discussed with Town of Taycheedah building inspector D. Hoerth, the builder, and J. Rickert. The builder understands the lateral will be jetted first to determine what further steps need to be taken, namely jetting the main to make sure all the gravel has been removed. The builder further understands that he will be charged for this work. J. Rickert stated Jeremiah Mand will jet and then televise the system.

2. Discussion and possible action on the Total Energy Systems Planned Maintenance Agreement Renewal.

Discussion was held. It was decided to pursue annual maintenance with quarterly inspections and two-hour load bank testing.

Motion: by M. Nett, by second by J. Huck, to accept the Total Energy Systems Planned Maintenance Agreement renewal for annual maintenance in the 4–6-year category at \$3,438 as shown on the proposal and quarterly inspections, and load bank testing for 2-hour periods at \$900 for a total of \$4,338.

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

3. Discussion and possible action of TSD#1 personnel wage reviews.

P. Yohann distributed information received from various sanitary districts and the 2022 Wisconsin Rural Water Association Wage/Benefit Survey. Discussion was held. M. Nett reported the commissioners wage is bound by Town of Taycheedah Board oversight and wages for TSD#1 personnel must be more attractive in the event a position would have to be filled.

Motion: by M. Nett, by second by J. Huck, to raise the current rate from \$26 to \$32 per hour for maintenance and inspection personnel.

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

Motion: by J. Huck, by second by D. Wester, to raise the current rate from \$19 to \$23 per hour for the administrative clerk personnel.

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

Regular Business Meeting
April 24, 2023
Page 3

PUBLIC COMMENT

None to be reported.

ADJOURNMENT:

The meeting adjourned at 6:45 PM.

Motion: by J. Huck, second by M. Nett, to adjourn.

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

Respectfully submitted by:

Priscilla Yohann
Administrative Clerk

**TAYCHEEDAH SANITARY DISTRICT NO. 1
REGULAR BUSINESS MEETING**

**May 22, 2023 – 5:00 P.M.
TAYCHEEDAH TOWN HALL
W4295 KIEKHAEFER PARKWAY
FOND DU LAC, WI 54937-6802**

Call to Order

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 D. Weber, second by J. Huck, to approve the Agenda.

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

Approval of April 24, 2023, Regular Business Meeting Minutes

Motion: by J. Huck, second by M. Nett, to approve the April 24, 2023 Regular Business Meeting Minutes.

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

REGULAR BUSINESS

Financial Report

Financial statements were distributed and discussed.

Motion: by J. Huck, second by M. Nett, 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 May 2023 is on file.
- J. Rickert stated clearwater inspections have begun. He questioned if the certified letter was received by a resident on Golf Course Drive. A manhole was repaired due to an accident, and discussion was held about acquiring additional items to keep on hand and if additional time to pick up the items should be added to the insurance claim.
- Manhole inspections were discussed. It was decided to inspect 25 percent of the manholes per year and the inspections are to be a shared expense depending on the location of the manholes.
Motion: by M. Nett, second by J. Huck, to have M. Haensgen and J. Rickert start to inspect with the intent of completing 25 percent of the manholes of the district.
Vote: Ayes: 3, Opposed: 0 – **Motion carried.**

Maintenance Report

- A copy of the detailed log of maintenance activities during the month of May 2023 is on file.
- M. Haensgen did not have anything to report. M. Nett questioned if the additional gravel had been delivered to the Brookhaven Beach lift station. The resident will order the gravel as has been done in the past.

Administrative Clerk's Report

- A copy of the detailed log of administrative clerk activities during the month of May 2023 is on file.

Administrative Clerk's Report (Continued)

- P. Yohann reported a price increase of 10 percent effective with the May 1, 2024 renewal for High Tide, processing an insurance claim for manhole repairs on Michigan Street, distributing the CMAR for review, forwarding to J. Rickert I&I manhole inspection forms from E. Otte, receiving the notice of Diggers annual meeting and proxy, and receiving the Revised Debt Service Schedule from the City of Fond du Lac.
- Total Energy Systems Planned Maintenance Department is cleaning up their system and agreements for Brookhaven and Gladstone lift stations were sent in the event all stations were to be done on the same service basis.

UNFINISHED BUSINESS

1. **Update on the AGREEMENT FOR THE ALLOCATION OF COSTS AND TRANSPORTATION OF WASTEWATER.**

M. Nett stated Johnsburg Sanitary District is intending to sign the agreement at their next meeting.

NEW BUSINESS

1. **Discussion and possible action of cashing CD 0173033350 at Fox Valley Savings Bank to reinvest the funds in a CD at Fox Valley Savings Bank to receive a better rate.**

Discussion was held. The amount of the penalty for cashing in the CD would be recouped in a very short time.

Motion: by J. Huck, second by M. Nett, to cash in the Fox Valley Savings Bank CD at the current rate of 0.65 per cent and reinvest at 11 months at the current rate.

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

2. **Discussion and possible action to determine whether lift stations should be inspected for maintenance.**

Past inspections were discussed. It was decided that Sabel Mechanical should do the inspections and epoxy application. Only dry wells would be done, and M. Haensgen and J. Rickert should be on site when inspections are conducted.

Motion: by M. Nett, second by J. Huck, to have Sabel Mechanical provide a proposal for annual maintenance and inspection and request Taycheedah Sanitary District No. 1 personnel be present at each station inspection.

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

3. **Discussion and possible action on the Total Energy Systems Planned Maintenance Agreement Renewals.**

Discussion was held. It was decided to replace the former agreement with semi-annual inspections.

Motion: by M. Nett, by second by D. Weber, to amend the Total Energy Systems Planned Maintenance Agreement renewal last month to simply semi-annual maintenance with no load bank testing to match previous years' agreements.

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

4. **Discussion and possible action on the introduction of clear water into the system at N8279 and N8293 Ashberry Avenue.**

The blatant, intentional discharge of approximately one gallon per 1.5 minutes of clear water into the system was discussed and pictures reviewed. Discussion was held. J. Rickert will contact J. Mand for jetting.

Motion: by J. Huck, by second by M. Nett, to cite the owner \$1,500 per household at N8279 and N8293 Ashberry Avenue for clear water violations per Taycheedah Sanitary District No 1 Ordinance: 7.2 Clear Water Prohibited, 7.5 Prohibited Discharges, and 9.1 Penalties.

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

Regular Business Meeting
May 22, 2023
Page 3

PUBLIC COMMENT

None to be reported.

ADJOURNMENT:

The meeting adjourned at 6:05 PM.

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

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

Respectfully submitted by:

Priscilla Yohann
Administrative Clerk

**TAYCHEEDAH SANITARY DISTRICT NO. 1
REGULAR BUSINESS MEETING**

**July 24, 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 June 26, 2023, Regular Business Meeting Minutes

Motion: by J. Huck, second by D. Weber, to approve the June 26, 2023 Regular Business Meeting Minutes.

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

REGULAR BUSINESS

Financial Report

Financial statements were distributed and discussed.

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

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

Approval of Bills/Sign checks

Motion: by J. Huck, 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 July 2023 is on file.
- J. Rickert reported inspections are continuing. He questioned why Crossfit was not metered. M. Nett suggested visiting the facility to gain more information.

Maintenance Report

- A copy of the detailed log of maintenance activities during the month of July 2023 is on file.
- M. Haensgen reported the Winnebago lift station metering has a discrepancy of registering 70,000 gallons more in 10 days. Discussion was held regarding the calibration used by Energenecs versus the City. M. Haensgen will monitor the situation. M. Nett suggested keeping E. Otte informed of the issue.

Administrative Clerk's Report

- A copy of the detailed log of administrative clerk activities during the month of July 2023 is on file.
- P. Yohann reported completing the Worker's Comp audit and receiving the Johnsborg signed copies of the "Agreement for the Allocation of Costs and Transportation of Wastewater between Taycheedah Sanitary District No. 1 and Johnsborg Sanitary District".

UNFINISHED BUSINESS

1. Update on the AGREEMENT FOR THE ALLOCATION OF COSTS AND TRANSPORTATION OF WASTEWATER.

M. Nett reported the Agreement had been received, signed, and will be returned to Johnsburg Sanitary District, and the three districts will now be sharing equitably the costs.

2. Update of retaining an attorney.

M. Nett contacted Vande Zande & Kaufman Law Office, LLP to see if there is interest in representing TSD#1. They are not handling any municipal concerns due to a possibility of conflict of interest. Discussion was held. M. Nett will contact Dempsey Law Firm.

Motion: by J. Huck, second by D. Weber, to go with Dempsey Law Firm as attorney.

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

NEW BUSINESS

1. Discussion and possible action regarding the possibility of installing meters in new storage units in the Sandy Beach Business Park.

E. O'Brien, partner of the project, presented plans and discussed the future use of the buildings. Discussion was held regarding meters. The cost of the meter and installation would be the owner's responsibility. E. Otte will be contacted to obtain information as to what model and the cost, which will be relayed to Mr. O'Brien.

2. Discussion and possible action to the request to allow a mound system for a new residence on a parcel that is not within the service area of Taycheedah Sanitary District No. 1.

Discussion was held and the plot reviewed.

Motion: by M. Nett, by second by J. Huck, that the District will not provide service to the subject property.

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

3. Discussion and possible action of acceptance of the quotation provided by Klinger Painting.

It was questioned if any other painting companies are available. M. Haensgen stated Sabel Mechanical had suggested Klinger; however, he questioned if the appropriate confined space equipment would be used. He will forward the proposal to E. Otte.

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

Discussion was held. M. Nett suggested adding the area code. It was suggested to replace Paul Thome's number with Energenecs emergency number as first contact. The topic will be placed on next month's agenda for approval.

PUBLIC COMMENT

Resident K. Schwengels raised the following topics:

1. Suggested sending in the next newsletter a list of prohibited items to be disposed of into the system.
2. Observing individuals dumping a substance into a manhole at the north end of Fett's Pond. She questioned if a locking cover could be used.
3. Questioned if the Ashberry Avenue new construction sump pumps are draining into the system and are builders apprised of the restrictions when connecting to the system.
4. Requested a financial statement.
5. What number should be called in case of an emergency.
6. Which lots within the Sandy Beach Business Park are connected.
7. What is the amount of capacity remaining.
8. Questioned the inequity of the quarterly charge and would metering be a solution.

ADJOURNMENT:

The meeting adjourned at 6:02 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

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. Haengen 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

TAYCHEEDAH SANITARY DISTRICT NO. 1
REGULAR BUSINESS MEETING
September 25, 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 J. Huck, to approve the Agenda.

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

Approval of August 28, 2023, Regular Business Meeting Minutes

Motion: by J. Huck, second by D. Weber, to approve the August 28, 2023 Regular Business Meeting Minutes.

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

REGULAR BUSINESS

Financial Report

Financial statements were distributed and discussed. M. Nett stated the third quarter statements will be sent soon. The subject of TSD#1's and Town of Taycheedah's capacities was discussed and the possibility of re-evaluating the current amount of capacity. E. Otte will be contacted for advice.

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 D. Weber, second by M. Nett, 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 September 2023 is on file.
- J. Rickert reported 104 clearwater inspections have been completed, attending the recent OSG meeting, and inspecting the fitness center in the Sandy Beach Business Park. Discussion was held regarding this business and others in the business park and whether they should be metered due to the number of occupants and type of business. A review of businesses will be added to next month's agenda.

Motion: by M. Nett, second by J. Huck, to add to next month's agenda: Discussion and possible action of reviewing the Sandy Beach Business Park non-metered customers for the possibility of having them metered.

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

Maintenance Report

- A copy of the detailed log of maintenance activities during the month of September 2023 is on file.
- M. Haensgen questioned the status of the Sabel quote. He will follow up with Sabel to determine when the work will be done.

Administrative Clerk's Report

- A copy of the detailed log of administrative clerk activities during the month of September 2023 is on file.
- P. Yohann reported 400 clearwater inspection field reports were printed and delivered to J. Rickert, and the payroll software will go live October 20, 2023.

UNFINISHED BUSINESS

I. Update of possible acceptance of the review of operational costs for evaluation of future financial needs.

M. Nett relayed the data that is needed is not yet available. It was suggested to have E. Otte and K. Diederich attend a meeting for discussion when the data is available.

NEW BUSINESS

None to be reported.

PUBLIC COMMENT

None to be reported.

ADJOURNMENT:

The meeting adjourned at 5:27 PM.

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

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

Respectfully submitted by:

Priscilla Yohann
Administrative Clerk

TAYCHEEDAH SANITARY DISTRICT NO. 1
REGULAR BUSINESS MEETING
October 23, 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 September 25, 2023, Regular Business Meeting Minutes

Motion: by J. Huck, second by D. Weber, to approve the September 25, 2023 Regular Business Meeting Minutes.

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

REGULAR BUSINESS

Financial Report

Financial statements were distributed and discussed. M. Nett stated the third-quarter payments will be reflected in next month's statement. K. Diederich reported via phone upstream billing for fourth quarter, 2021, all of 2022, and the first quarter, 2023, is completed.

Motion: by J. Huck, second by M. Nett, 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 October 2023 is on file.
- J. Rickert reported 121 clearwater inspections have been completed with 5 violations. One violation has not been corrected yet. Conducting future clearwater inspections in crawl spaces was discussed. M. Haensgen volunteered to assist with those inspections.

Maintenance Report

- A copy of the detailed log of maintenance activities during the month of October 2023 is on file.
- M. Haensgen stated the valves at the Brookhaven lift station need to be replaced. Sabel Mechanical will provide a quote for the valves and has checked the clearances at the Winnebago lift station. He stated Sabel is willing to fix the pump at Gladstone rather than sending it to WW Electric Motors, Inc. and is waiting to hear from Sabel regarding the availability of the parts.

Administrative Clerk's Report

- A copy of the detailed log of administrative clerk activities during the month of October 2023 is on file.
- P. Yohann reported the delinquent account letters were mailed to customers. The amount of \$13,868.85 is slightly lower than last year. Payroll training for the new software was held. Notification was received by Merc Hi-Performance of the November 20 annual cleaning of the dyno water reservoir.

UNFINISHED BUSINESS

1. Update of possible acceptance of the review of operational costs for evaluation of future financial needs.

M. Nett reported a meeting will be held with himself, E. Otte, and K. Diederich to discuss two past bills from the fourth quarter, 2021, (Brookhaven) and first quarter, 2022 (Gladstone) to determine whether these or portions thereof are O&M or capitol expenses so TSD#1 can fairly invoice these shared expenses with the upstream districts. He further stated at this meeting they would like to have some insight of what future expenses may be assessed by the City to the outside sewer districts to assist TSD#1 in preparing the budgets and user fees going forward.

NEW BUSINESS

1. Discussion and possible action of reviewing the Sandy Beach Business Park non-metered customers for the possibility of having them metered.

A list of the businesses in the District was distributed and discussed as to the number of occupants and duration of occupancy. It was determined that J. Rickert will contact some of the businesses for information. The information obtained will help to determine if the business is using more or less of REUs to be fair and equitable to all businesses.

2. Discussion and possible action of the acceptance of the generator Planned Maintenance Agreement renewals from Total Energy Systems, LLC.

Motion: by M. Nett, second by J. Huck, to accept the updated Planned Maintenance Agreements for the three lift stations.

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

PUBLIC COMMENT

None to be reported.

ADJOURNMENT:

The meeting adjourned at 5:53 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

TAYCHEEDAH SANITARY DISTRICT NO. 1
REGULAR BUSINESS MEETING
November 20, 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 October 23, 2023, Regular Business Meeting Minutes

Motion: by D. Weber, second by J. Huck, to approve the October 23, 2023 Regular Business Meeting Minutes.

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

REGULAR BUSINESS

Financial Report

Financial statements were distributed and discussed. M. Nett reported during a meeting with E. Otte and K. Diederich on the topic of possible over-charging by the city. Calumet Sanitary District is being charged for the discharge of goat solids and in addition the city is monitoring the flow and solids at the Winnebago lift station. The city may have been charging double. K. Diederich will look further into the matter.

Motion: by J. Huck, second by M. Nett, 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 November 2023 is on file.
- J. Rickert reported one clearwater violation has not been corrected yet, and he will continue to monitor it.

Maintenance Report

- A copy of the detailed log of maintenance activities during the month of November 2023 is on file.
- M. Haensgen questioned the quote from Sabel Mechanical: what the differences of the valves are and which one would be the best to install. Discussion was held and decided to involve E. Otte to ask which option is the most beneficial for the District.

Administrative Clerk's Report

- A copy of the detailed log of administrative clerk activities during the month of November 2023 is on file.
- P. Yohann reported the 2023 Annual Survey of Local Government Finances report had been filed, issues with computer were resolved, a list of proposed 2024 meeting dates was distributed, and the Thielbar violations was discussed: should the amounts be included in the tax roll. After discussion, it was decided to consult legal counsel if they can be put on the tax roll.

UNFINISHED BUSINESS

1. Update of possible acceptance of the review of operational costs for evaluation of future financial needs.

M. Nett stated no additional information is available at this time. He further stated it would be beneficial to have at least one representative of the District at all OSG Executive Meetings. All Commissioners agreed.

2. Update of the meeting with E. Ottee and K. Diederich regarding various bills and charges TSD#1 shares with the upstream districts.

M. Nett reported on the recent meeting with E. Otte and K. Diederich. Various topics were discussed:

A. Two bills for Gladstone lift station that are to be calculated for charging the upstream districts; K. Diederich will be getting the flow information to Otte for calculating the amounts.

B. E. Otte will calculate the cost value of the available Town's capacity and will bring it to the attention of the other districts at the next Joint OSG Meeting. The District will have to make the decision of whether to purchase the additional capacity.

The Winnebago lift station flow meter calibration by Energenecs and then the recalibration by the city was discussed. It was felt the meters should be calibrated by an independent company. E. Otte will be contacted expressing the concern of the Commissioners of the discrepancy and the effect of it on calculation of charges to the upstream districts.

3. Update of possible action of reviewing the Sandy Beach Business Park non-metered customers for the possibility of having them metered.

J. Rickert reported on visiting the five businesses to determine the number of employees and the business operations. Upon reviewing the report from the District inspector, it was decided the businesses do not call for commercial meters on their properties.

NEW BUSINESS

1. Discussion and possible action of the acceptance of the quote from Sabel Mechanical, LLC for the valve replacement at Brookhaven lift station.

Discussion was held, and it was decided that clarification is needed of the various options from the District's engineer as to which option is the most beneficial for the District. No action was taken at this time.

2. Discussion and possible action of the acceptance of the 2024 Service Agreement with Energenecs.

Motion: by J. Huck, second by D. Weber, to accept the Energenecs 2024 Service Agreement.

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

3. Discussion and possible action on the recommendations of Dempsey Law regarding the violations at N8279 and N8293 Ashberry Avenue.

The issue was tabled until receipt of the final draft of the letter from legal counsel.

PUBLIC COMMENT

None to be reported.

ADJOURNMENT:

The meeting adjourned at 6:05 PM.

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

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

Respectfully submitted by:
Priscilla Yohann
Administrative Clerk

TAYCHEEDAH SANITARY DISTRICT NO. 1
REGULAR BUSINESS MEETING
December 18, 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

Absent:
Inspection: J. Rickert
Maintenance: M. Haensgen

Approval of Agenda

Motion: by D. Weber, second by J. Huck, to approve the Agenda.

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

Approval of November 20, 2023, Regular Business Meeting Minutes

Motion: by J. Huck, second by M. Nett, to approve the November 20, 2023 Regular Business Meeting Minutes.

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

REGULAR BUSINESS

Financial Report

Financial statements were distributed and discussed. M. Nett noted the next CD is not due until April, 2024.

Motion: by J. Huck, second by D. Weber, 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 December 2023 is on file.
- There was nothing to report at this time.

Maintenance Report

- A copy of the detailed log of maintenance activities during the month of December 2023 is on file.
- There was nothing to report at this time.

Administrative Clerk's Report

- A copy of the detailed log of administrative clerk activities during the month of December 2023 is on file.
- P. Yohann reported sending a couple of letters returning their checks because they were issued after the tax-roll deadline.

UNFINISHED BUSINESS

1. Update of possible acceptance of the review of operational costs for evaluation of future financial needs.

M. Nett stated he and K. Diederich have no new information at this time.

2. **Update of the meeting with E. Otte and K. Diederich regarding various bills and charges TSD#1 shares with the upstream districts.**

M. Nett reported on waiting for information from E. Otte regarding the two bills for Gladstone lift station and the recalibration calculations of the Winnebago lift station flow meter.

3. **Update of possible action of the acceptance of the quote from Sabel Mechanical, LLC for the valve replacement at Brookhaven lift station.**

In the absence of M. Haensgen, P. Yohann reported the third option was suggested as the best replacement for the valves at the Brookhaven lift station.

Motion: by M. Nett, second by J. Huck, to accept Option No. 3 from the Sabel Mechanical, LLC proposal dated October 16, 2023.

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

4. **Update and possible action on the recommendations of Dempsey Law regarding the violations at N8279 and N8293 Ashberry Avenue.**

M. Nett stated he had added some pertinent information to the letter regarding the timing between the inspections conducted by the Town building inspector and no sump pump being on-site allowing two months of clear water entering the system. The letter was sent on December 11, 2023, by legal counsel.

NEW BUSINESS

None to be reported.

PUBLIC COMMENT

None to be reported.

ADJOURNMENT:

The meeting adjourned at 5:13 PM.

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

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

Respectfully submitted by:

Priscilla Yohann
Administrative Clerk