

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
January 20, 2021
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Katherine Diederich and Commissioner Brian Mand. One position currently vacant.
Also present: Recording Secretary Brenda Schneider and John Rickert.

Call to order. President Diederich called the meeting to order at 5:30 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 12/13/2021 monthly meeting. Motion by Katherine Diederich, second by Brian Mand, to approve the minutes of the meeting conducted on December 13th. Motion carried (2-0).

Approval of the bills. Motion by Katherine Diederich, second by Brian Mand, to approve the bills as distributed (order #1-8), for a total of \$23,790.82. Motion carried (2-0).

Motion by Katherine Diederich, second by Brian Mand, to authorize the following:

- Transfer \$24,000 from the Operations/User Charge Account to the regular checking account,
- Refund \$707.41 from the GO Note Account to Glenn Coe Enterprises for overpaid special assessment installment payment, and
- Transfer \$193.73 from the GO Note Account to Operations/User Charge Account for delinquent collections via tax bills.

Motion carried (2-0).

Sewer System Maintenance:

1. Consideration and possible action regarding general maintenance and operational issues:
 - a. Meter Stations. The December pump-run time reports for all lift stations were reviewed.
 - b. Lift Stations. Nothing to report at this time.
 - i. Discuss the purchase of generators, access to a generator and the equipment to operate it. Nothing to report at this time.
 - c. Grinder stations. Sabel Mechanical has upgraded four stations. John Rickert will compile a punch-list for each location. Sabel will also be informed that follow-up electrical work is expected per Electrical Code,
 - d. Other maintenance and operational issues. Nothing to report at this time.

Unfinished Business:

1. Update from Outlying Sewer Group meeting. The final version of the Master Agreement will be released soon. Each member will need to approve a Resolution. The Agreement will require clearwater elimination if more than three exceedances occur. Reports will be required pertaining to clearwater expenses during the prior year and the current year. The City's 5-year Capital Improvement Plan projects spending \$50 million. The first project is an overflow storage tank at the plant. The OSG members expect a 10-year payment plan.

New Business:

1. Approve Treffert Release agreement. Motion by Brian Mand, second by Katherine Diederich, to accept the agreement and retain in the District's file. Motion carried (2-0).
2. Review income projection. The projection was reviewed. The consensus of the Commission was to stay on course until the full financial impact of City projects is known.

3. Discuss Commission vacancy. The Town Board has received a letter of resignation from Rich Boudreau. The Town Board is accepting letters from interested parties until February 11th.

Next meeting: Tentatively scheduled on Thursday, February 17th, at 5:30 pm.

Comments from the public pertaining to District business. No public comment was presented.

Adjournment. Motion by Katherine Diederich, second by Brian Mand, to adjourn the meeting at 6:21 pm. Motion carried (2-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
February 24, 2022
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Katherine Diederich and Commissioners Brian Mand and Mark Haensgen. Also present: Recording Secretary Brenda Schneider and Randy Rieder, Taycheedah Road Maintenance Manager.

Call to order. President Diederich called the meeting to order at 5:32 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 1/20/2022 monthly meeting. Motion by Brian Mand, second by Katherine Diederich, to approve the minutes of the meeting conducted on January 20th. Motion carried (3-0).

Approval of the bills. Motion by Katherine Diederich, second by Mark Haensgen, to approve the bills as distributed (order #9-16), for a total of \$16,596.84. Motion carried (3-0).

Motion by Katherine Diederich, second by Brian Mand, to authorize the following:

- Transfer \$14,000 from the Operations/User Charge Account to the regular checking account.

Motion carried (3-0).

Sewer System Maintenance:

1. Consideration and possible action regarding general maintenance and operational issues:
 - a. Meter Stations. The January pump-run time reports for all lift stations were reviewed.
 - b. Lift Stations. Nothing to report at this time.
 - i. Discuss the purchase of generators, access to a generator and the equipment to operate it. Randy Rieder offered the District to use the Town's portable generator noting that sanitary district use was the purpose of the purchase. Mark Haensgen and John Rickert will work with Randy to test the generator at a lift station. Proceeding with the possible purchase of a stationary generator will be based upon the result of the testing.
 - c. Grinder stations. Sabel Mechanical has upgraded four stations. John Rickert is working on a punch-list for each location. Sabel will also be informed that follow-up electrical work is expected per Electrical Code.

Bud Sabel recently delivered two control panels to the Town Shop. Randy also noted there are miscellaneous supplies at the Town Hall; owner unknown. Mark Haensgen, John Rickert and Randy Rieder will purge the inventory.
 - d. Other maintenance and operational issues. Randy Rieder informed the Commission of the need to patch some of the manholes on Silica Road. He noted the Town broke a snowplow cutting-edge on one of them. In the past, the Town Board mentioned requiring the applicable sanitary district to pay half of the expense.

New Business:

1. Resolution Approving 2021 Wastewater Agreement Between City of Fond du Lac, Wisconsin and Outlying Sewer Group. The Resolution has been approved by the Town Board. Motion by Mark Haensgen, second by Brian Mand, to approve the Resolution as presented. Motion carried (3-0).

Next meeting: Tentatively scheduled on Wednesday, March 16th, at 5:30 pm.

Comments from the public pertaining to District business. No public comment was presented.

Adjournment. Motion by Katherine Diederich, second by Brian Mand, to adjourn the meeting at 6:01 pm. Motion carried (3-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
March 16, 2022
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Katherine Diederich and Commissioners Brian Mand and Mark Haensgen. Also present: Recording Secretary Brenda Schneider.

Call to order. President Diederich called the meeting to order at 5:37 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 2/24/2022 monthly meeting. Motion by Brian Mand, second by Mark Haensgen, to approve the minutes of the meeting conducted on February 24th. Motion carried (3-0).

Appoint the District Treasurer. Motion by Katherine Diederich, second by Brian Mand, to appoint Mark Haensgen to the position of District Treasurer. Appointment carried (3-0).

Approval of the bills. Motion by Katherine Diederich, second by Brian Mand, to approve the bills as distributed (order #17-23), for a total of \$1,904.67. Motion carried (3-0).

Motion by Katherine Diederich, second by Brian Mand, to authorize the following:

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

Motion carried (3-0).

Sewer System Maintenance:

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

- a. Meter Stations. The February pump-run time reports for all lift stations were reviewed.
- b. Lift Stations. John Rickert recently swapped-out all four radios.

Pump 2 at the WH lift station consistently pumps 2,000 gallons per day more than Pump 1. John Rickert will keep an eye on it noting that the variance could be caused by a sticking check valve or worn impellor. John was directed to contact Sabel Mechanical.

- i. Discuss the purchase of generators, access to a generator and the equipment to operate it. Randy Rieder offered the District use of the Town's portable generator noting that sanitary district use was the purpose of the purchase. Mark Haensgen and John Rickert will work with Randy to test the generator at one of the lift stations. Proceeding with the possible purchase of a stationary generator will be based upon the result of the testing. The test has not yet been scheduled.
- c. Grinder stations. John Rickert recently checked all stations as to the status of the upgrades. His report is as follows:
 - N8675 Decorah Lane – upgrade started but needs a Code-compliant pump cord.
 - N8670 Decorah Lane – upgrade completed.
 - N8628 Decorah Lane – upgrade started but needs light and alarm, Code compliant pump cord, shut-off valve and check valve.
 - W4067 Aspen Court – upgrade not yet started.
 - W4014 Cty WH – upgrade completed.
 - W7956 Cty WH – upgrade not yet started. Rickert replaced the heater fuse.
 - N7818 Cty WH – upgrade started but needs a Code compliant pump cord.
 - N7820 Cty WH – upgrade completed.

Radio call-out systems have yet to be installed in any of the stations.

- d. Other maintenance and operational issues. The Commission was informed of a stock of miscellaneous supplies at the Town Hall. Recently Randy Rieder, John Rickert and Mark Haensgen reviewed the inventory and decided to ask Doug Sabel, Sabel Mechanical, for his opinion as to what is salvageable.

New Business:

1. Discuss accepting electronic payments. Katherine Diederich is researching with the bank the option of establishing online payments via the Town's website. Sanitary District payments would go to a District account. The District's accountant would receive email notification of the transactions. Katherine believed the accountant would be able to import payment details into the accounting program. NEBAT is willing to provide a presentation. The consensus of the Commission was to continue to research the option.

Next meeting: Tentatively scheduled on Wednesday, April 13th, at 5:30 pm.

Comments from the public pertaining to District business. No public comment was presented.

Adjournment. Motion by Katherine Diederich, second by Mark Haensgen, to adjourn the meeting at 6:14 pm. Motion carried (3-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
April 13, 2022
5:30 P.M.
TAYCHEEDAH TOWN HALL

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

Call to order. President Diederich called the meeting to order at 5:32 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 3/16/2022 monthly meeting. Motion by Brian Mand, second by Mark Haensgen, to approve the minutes of the meeting conducted on March 16th as distributed. Motion carried (3-0).

Approval of the bills. Motion by Katherine Diederich, second by Mark Haensgen, to approve the bills (order #24-35), for a total of \$87,213.20. Motion carried (3-0).

Motion by Katherine Diederich, second by Brian Mand, to authorize the following:

- Transfer \$9,000.00 from the Operations/User Charge Account to the regular checking account.

Motion carried (3-0).

Motion by Katherine Diederich, seconded by Mark Haensgen, to refund \$707.41 to Clear Path Snow Removal for overpaid special assessment payment related to the sale of the former Perl property. Motion carried (3-0).

Sewer System Maintenance:

1. Consideration and possible action regarding general maintenance and operational issues:
 - a. Meter Stations. The March pump-run time reports for all lift stations were reviewed.
 - b. Lift Stations. John Rickert contacted Sabel Mechanical to address the variance in runtime between the two pumps at the Cty. WH lift station. A few days later John noticed the runtime was again consistent between the two pumps. Sabel had yet to respond so John called him to cancel the service call. It is believed something may have been stuck.
 - i. Discuss the purchase of generators, access to a generator and the equipment to operate it. Randy Rieder offered the District use of the Town's portable generator noting that sanitary district use was the purpose of the purchase. Mark Haensgen and John Rickert will work with Randy to test the generator at one of the lift stations. Proceeding with the possible purchase of a stationary generator will be based upon the result of the testing. The test has not yet been scheduled.
 - c. Grinder stations. John Rickert reported there are no new updates from Sabel Mechanical pertaining to the upgrade project.
 - d. Other maintenance and operational issues. Nothing to report at this time.

New Business:

1. Annual review of insurance coverage, Shawn Andrew, Rural Mutual Insurance Co. The Business Owner's policy renews on 5/13/22. There is blanket coverage on all property with a \$500 deductible. The 4% inflation guard was applied to the value of the property. The policy includes equipment breakdown coverage also with a \$500 deductible. The policy includes personal vehicle coverage and public officials' errors and omissions coverage. There were no changes to the Workman's Comp policy. Mr. Andrew suggested increasing the deductible to \$2,000 for a reduction in premium cost. He was asked to research the difference in premium.

2. Approval of resident newsletter. Motion by Katherine Diederich, second by Mark Haensgen, to approve the resident newsletter as distributed. Motion carried (3-0).
3. Review the estimated City of Fond du Lac Treatment Capital expenditures. The City plans to expend \$1,700,000 in 2022 and \$10,990,000 in 2023. The District's share of treatment plant projects is approximately 2.5% (\$42,000 and \$247,750 respectively).
4. Review sanitary district 2021 annual report of cash activity. The review was postponed to the May meeting.

Next meeting: Tentatively scheduled on Wednesday, May 11th, at 5:30 pm. The OSG Executive Committee will meet on April 14th at 11:00 a.m. National Exchange Bank is scheduled to give a presentation to the Town Board on May 9th at 6:00 p.m. regarding accepting electronic payments.

Comments from the public pertaining to District business. No public comment was presented.

Adjournment. Motion by Brian Mand, second by Mark Haensgen, to adjourn the meeting at 6:07 pm. Motion carried (3-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
May 11, 2022
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: Commissioners Brian Mand and Mark Haensgen. Also present: Recording Secretary Brenda Schneider. Excused: President Katherine Diederich.

Call to order. Commissioner Brian Mand called the meeting to order at 5:32 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 4/13/2022 monthly meeting. Motion by Mark Haensgen, second by Brian Mand, to approve the minutes of the meeting conducted on April 13th, as distributed. Motion carried (2-0).

Approval of the bills. Motion by Mark Haensgen, second by Brian Mand, to approve the bills (order #36-43), for a total of \$16,402.39. Motion carried (2-0).

Motion by Mark Haensgen, second by Brian Mand, to authorize the following:

- Transfer \$17,500.00 from the Operations/User Charge Account to the regular checking account, and
- Transfer \$134.56 from the Operations/Inspections Account to the regular checking account.

Motion carried (2-0).

Sewer System Maintenance:

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

- a. Meter Stations. The April pump-run time reports for all lift stations were reviewed.
- b. Lift Stations. John Rickert reported on a recent power outage at the Cty QQ and Evergreen lift stations.
 - i. Discuss the purchase of generators, access to a generator and the equipment to operate it. Randy Rieder offered the District use of the Town's portable generator noting that sanitary district use was the purpose of the purchase. Mark Haensgen and John Rickert will work with Randy to test the generator at one of the lift stations. Proceeding with the possible purchase of a stationary generator will be based upon the result of the testing. The test has not yet been scheduled.
- c. Grinder stations. John Rickert reported an issue at the N8628 Decorah Lane grinder station. The pump wouldn't stop running. Upon investigation, it was determined grease build-up on the probes was the cause of the problem.

A problem also occurred at the N8670 Decorah Lane grinder station. The residents returned home from wintering out-of-state to find the alarm went off at some point in time. The situation caused the pump to seize. Sabel Mechanical replaced the starter in the cabinet. They then pulled the pump. They had to use a hammer and chisel to eventually loosen the impellor.

The new audio alarm went off at the N7720 Cty WH grinder station. John Rickert could not determine the cause. Sabel Mechanical will check it tomorrow. In the meantime, Rickert pumped-down the wet well and shut off the pump. He is monitoring the station. He believes a power surge from the recent power outage may have something to do with it.

John Rickert noted the grinder station upgrades are still not completed. He further reported Sabel Mechanical is about three months behind.

- d. Other maintenance and operational issues. John Rickert has been asked about service to the 20 acres north of Tim's Alignment. Matt Schmitz is in the process of purchasing three acres. Some of the land is in TSD#1. There is a concern regarding future development of the remaining 17 acres. Brenda Schneider recalls some land in that area was transferred from TSD#3 to TSD#1 several years ago because TSD#1 could serve the land by gravity sewer vs. service by TSD#3 requiring a lift station. Rickert believes there is an issue with the lack of an easement to the North Peebles Lane sewer main. Brenda will research history.

Unfinished Business:

1. Review sanitary district 2021 annual report of cash activity. The review was postponed to the June meeting.

New Business:

1. Consideration and possible adjustment of the user charge for Steffes' Tavern. The matter was postponed to the June meeting.
2. Affirmation of increasing the insurance deductible from \$500 to \$1,000. Motion by Brian Mand, second by Mark Haensgen, to affirm the increase in the deductible from \$500 to \$1,000. Motion carried (2-0).
3. Complete the Clearwater Investment Worksheet per the requirement of the OSG Master Agreement. The matter was postponed to the June meeting.

Schedule the next meeting: Tentatively scheduled for Wednesday, June 15th, and Wednesday, July 20th. Both meetings will begin at 5:30 pm.

Comments from the public pertaining to District business. No public comment was presented.

Adjournment. Motion by Brian Mand, second by Mark Haensgen, to adjourn the meeting at 6:21 pm. Motion carried (2-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
June 15, 2022
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Katherine Diederich and Commissioner Mark Haensgen. Also present: Recording Secretary Brenda Schneider and Todd Steffes. Excused: Commissioner Brian Mand.

Call to order. President Diederich called the meeting to order at 5:35 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 5/11/2022 monthly meeting. Motion by Mark Haensgen, second by Katherine Diederich, to approve the minutes of the meeting conducted on May 11th, as distributed. Motion carried (2-0).

Approval of the bills. Motion by Katherine Diederich, second by Mark Haensgen, to approve the bills (order #44-52), for a total of \$1,828.56. Motion carried (2-0).

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

- Transfer \$94.79 from the Operations/User Charge Account to the Reserve for Replacement account.

Motion carried (2-0).

Sewer System Maintenance:

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

- a. Meter Stations. The May pump-run time reports for all lift stations were reviewed.
- b. Lift Stations. John Rickert reported the Evergreen station is running three times normal over the past couple of days. He will continue to monitor the station.

Rickert also reported the neighbor to the Cty WH station placed a pile of brush and wood on the driveway to the station. John talked to the neighbor regarding the problem if emergency response is needed. The neighbor will move the pile over the next couple of weeks.

- i. Discuss the purchase of generators, access to a generator and the equipment to operate it. Randy Rieder offered the District use of the Town's portable generator noting that sanitary district use was the purpose of the purchase. Mark Haensgen and John Rickert will work with Randy to test the generator at one of the lift stations. Proceeding with the possible purchase of a stationary generator will be based upon the result of the testing. The test has not yet been scheduled.
- c. Grinder stations. John Rickert noted the grinder station upgrades are still not completed.
- d. Other maintenance and operational issues. It was noted there were no station call outs recently.

Unfinished Business:

1. Review sanitary district 2021 annual report of cash activity. President Diederich presented the report.
2. Consideration and possible adjustment of the user charge for Steffes' Tavern. Allen Sabel requests an adjustment of his user charge now that he is no longer open to the public. It was noted Sabel renewed his liquor/beer license for the July 2022-June 2023 licensing year. He intends to be open only for athletic club and Lion's Club meetings. Motion by Katherine Diederich, second by Mark Haensgen, to maintain the 2.5 RUEs as long as the property is a licensed premises with an active liquor license. Motion carried (2-0).
3. Complete Clearwater Investment Worksheet per the requirement of the OSG Master Agreement. Completion of the worksheet was postponed pending detail of 2021.

Schedule the next meeting: Tentatively scheduled for Wednesday, July 20th, at 5:30 pm.

Comments from the public pertaining to District business. The lateral was reportedly capped at N8204 County Road QQ when the house was demolished. The capping was not inspected. Todd Steffes, N8218 County Road QQ, recently purchased the property. He questions the user charge on the vacant lot. President Diederich explained the District's ordinance requires the charge with a reduction of the average cost of treatment.

Adjournment. Motion by Katherine Diederich, second by Mark Haensgen, to adjourn the meeting at 6:05 pm. Motion carried (2-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
July 20, 2022
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Katherine Diederich and Commissioners Brian Mand and Mark Haensgen. Also present: Recording Secretary Brenda Schneider, John & Renee Rickert and Alan Sabel.

Call to order. President Diederich called the meeting to order at 5:35 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 6/15/2022 monthly meeting. Motion by Mark Haensgen, second by Katherine Diederich, to approve the minutes of the meeting conducted on June 15th, as distributed. Motion carried (2-0). Abstention-Brian Mand.

Approval of the bills. Motion by Katherine Diederich, second by Mark Haensgen, to approve the bills (order #53-67), for a total of \$21,862.21. Motion carried (3-0).

Motion by Katherine Diederich, second by Brian Mand, to authorize the following:

- Transfer \$22,500.00 from the Operations/User Charge Account to the regular checking account.

Motion carried (3-0).

Sewer System Maintenance:

1. Consideration and possible action regarding general maintenance and operational issues:
 - a. Meter Stations. The June pump-run time reports for all lift stations were reviewed.
 - b. Lift Stations. John Rickert reported the Cty QQ station is running significantly more than normal over the past couple of days based upon the Missions reports. He will continue to monitor the station.
 - i. Discuss the purchase of generators, access to a generator and the equipment to operate it. Randy Rieder offered the District use of the Town's portable generator noting that sanitary district use was the purpose of the purchase. Mark Haensgen and John Rickert will work with Randy to test the generator at one of the lift stations. Proceeding with the possible purchase of a stationary generator will be based upon the result of the testing. The test has not yet been scheduled.
 - c. Grinder stations. Nothing new to report.
 - d. Other maintenance and operational issues. The home inspection team of John & Renee Rickert have completed 110 inspections to date. They plan to do 67 more inspections before the end of the year. To date eight violations have been discovered this year; two of them have been resolved. They will continue follow-up with the remaining six. Also, there are four prior year violations yet to be corrected.

John Rickert announced the City of Fond du Lac will conduct Clearwater inspection training on July 21st, at 1:30 pm, at the treatment plant.

Unfinished Business:

1. Complete Clearwater Investment Worksheet per the requirement of the OSG Master Agreement. John Rickert recently spoke with Nick Leonard regarding the Clearwater Investment Worksheet. Leonard indicated televising and cleaning, as well as labor costs for manhole and clearwater inspections can be included in the report. The Commission will compile the past three years of manhole inspections, home inspections and televising.

New Business:

1. Reconsider the request to adjust the user charge for Steffes' Tavern. Last month Allen Sabel requested an adjustment of his user charge now that he is no longer open to the public. It was noted Sabel renewed his liquor/beer license for the July 2022-June 2023 licensing year. He intends to be open only for athletic club and Lion's Club meetings. Motion by Katherine Diederich, second by Mark Haensgen, to maintain the 2.5 RUEs as long as the property is a licensed premises with an active liquor license. Motion carried (2-0).

Mr. Sabel appeared today to explain that he wanted to maintain his license so he can open for the Lion's Club meetings and to protect the license for future sale of the tavern. Sabel noted that he has piled all of the barstools in one area of the bar room. Sabel was informed that he would need to remove all of the bar stools from the building. If Sabel decides to remove the stools, John Rickert was directed to inspect the removal of the stools. The Commission recommended that Sabel consider surrendering his license to be in compliance with the Town Ordinances and the Sanitary District guidelines. Sabel will consider the recommendation.

2. Review and approval of the 2021 Compliance Maintenance Annual Report (CMAR), as required by WDNR. Motion by Katherine Diederich, second by Brian Mand, to approve the CMAR as prepared and file it with the DNR. Motion carried (3-0).

Schedule the next meeting: Tentatively scheduled for Wednesday, August 31st, at 5:30 pm. Katherine Diederich authorized the payment of emergent bills if needed prior to the next meeting.

Comments from the public pertaining to District business. None presented.

Adjournment. Motion by Katherine Diederich, second by Mark Haensgen, to adjourn the meeting at 6:25 pm. Motion carried (2-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
August 31, 2022
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Katherine Diederich and Commissioners Brian Mand and Mark Haensgen. Also present: Recording Secretary Brenda Schneider and John Rickert.

Call to order. President Diederich called the meeting to order at 5:34 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 7/20/2022 monthly meeting. Motion by Mark Haensgen, second by Brian Mand, to approve the minutes of the meeting conducted on July 20th, as distributed. Motion carried (3-0).

Approval of the bills. Motion by Brian Mand, second by Mark Haensgen, to approve the bills (order #68-77), for a total of \$3,233.45. Motion carried (3-0).

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

- Transfer \$3,300.00 from the Operations/User Charge Account to the regular checking account.

Motion carried (3-0).

Sewer System Maintenance:

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

- a. Meter Stations. The July pump-run time reports for all lift stations were reviewed.
- b. Lift Stations. John Rickert reported the Cty QQ station is currently running flawlessly.
 - i. Discuss the purchase of generators, access to a generator and the equipment to operate it. (*Reprinted from February 24, 2022 meeting.*) Randy Rieder offered the District use of the Town's portable generator noting that sanitary district use was the purpose of the purchase. Mark Haensgen and John Rickert will work with Randy to test the generator at one of the lift stations. Proceeding with the possible purchase of a stationary generator will be based upon the result of the testing. The test has not yet been scheduled.
- c. Grinder stations. John Rickert reported that Sabel Mechanical has done nothing this year in regards to the stations upgrades approved last year. During 2021, a couple of them were started but not completely finished. Mark Haensgen will call Doug Sabel.
- d. Other maintenance and operational issues. The home inspection team of John & Renee Rickert have completed 154 inspections to date. They plan to complete 23 more inspections before the end of the year. To date, twelve violations have been discovered this year: nine clean-out caps need repair; two non-working sump pumps; and, one clean-out cap repair and non-working sump pump. Ten violations have been remediated and re-inspected.

There are four prior-year violations yet to be resolved. The team is trying to get cooperation.

Unfinished Business:

1. Complete Clearwater Investment Worksheet per the requirement of the OSG Master Agreement. The Commission reviewed the District Secretary's analysis of the cost allocations for the most recent three years on a conservative basis. See attached schedules. Commission determined the average three year expenditures of \$11,500 exceeds the 5% minimum by \$5,000 based upon approximate revenue per meter station. District Secretary will confirm revenue by meter station at the September meeting. The Commission will then finalize the report.

Schedule the next meeting: Tentatively scheduled for Wednesday, September 14th, at 5:30 pm.

Comments from the public pertaining to District business. None presented.

Adjournment. Motion by Katherine Diederich, second by Mark Haensgen, to adjourn the meeting at 6:16 pm.
Motion carried (3-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
September 14, 2022
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: Commissioners Brian Mand and Mark Haensgen. Excused: President Katherine Diederich and John Rickert. Also present: Recording Secretary Brenda Schneider.

Call to order. Commissioner Brian Mand called the meeting to order at 5:33 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 8/31/2022 monthly meeting. Motion by Mark Haensgen, second by Brian Mand, to approve the minutes of the meeting conducted on August 31st, as distributed. Motion carried (2-0).

Approval of the bills. Motion by Brian Mand, second by Mark Haensgen, to approve the bills (order #78-87), for a total of \$3,172.19. Motion carried (2-0).

Motion by Brian Mand, second by Mark Haensgen, to authorize the following:

- Transfer \$800.00 from the Operations/User Charge Account to the regular checking account, and
- Transfer \$134.56 from the Operations/Inspection Account to the regular checking account.

Motion carried (2-0).

Sewer System Maintenance:

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

- a. Meter Stations. Nothing to report at this time.
- b. Lift Stations. The August pump-run time reports for all lift stations were reviewed. Pump run times increased over the last three days. There was a significant rain event on Sunday. Some locations had 5" of water over the manholes in the ditches.
 - i. Discuss the purchase of generators, access to a generator and the equipment to operate it. (*Reprinted from February 24, 2022 meeting.*) Randy Rieder offered the District use of the Town's portable generator noting that sanitary district use was the purpose of the purchase. Mark Haensgen and John Rickert will work with Randy to test the generator at one of the lift stations. Proceeding with the possible purchase of a stationary generator will be based upon the result of the testing. The test has not yet been scheduled.

c. Grinder stations. Nothing to report at this time.

d. Clearwater inspections. The home inspection team of John & Renee Rickert have completed 170 inspections to date. They plan to complete 7 more inspections before the end of the year; which will complete the pandemic catch-up.

To date, fourteen violations have been discovered this year: eleven clean-out caps need repair; two non-working sump pumps; and, one clean-out cap repair and non-working sump pump. Twelve violations have been remediated and re-inspected.

There are four prior-year violations yet to be resolved. The team is trying to obtain cooperation.

e. Other maintenance and operational issues. It is understood the Town would like the District to participate in the cost of asphalt work around the Silica Road manholes. This matter will be noted on the agenda for the next meeting.

Unfinished Business:

1. Complete Clearwater Investment Worksheet per the requirement of the OSG Master Agreement. The Commission reviewed the District Secretary's analysis of the cost allocations for the most recent three years on a conservative

basis. See attached schedules. Commission determined the average three year expenditures of \$11,500 exceeds the 5% minimum by \$5,000 based upon approximate revenue per meter station. District Secretary will confirm revenue by meter station at the September meeting. The Commission postponed this matter to the next meeting.

2. Reconsider the request to adjust the user charge for Steffes' Tavern. Allen Sabel has surrendered his Class B liquor/beer license to the Town. He is no longer able to operate the tavern. Motion by Mark Haensgen, second by Brian Mand, to adjust the user charge to one RUE for the residential use of the structure. Motion carried (2-0).

Unfinished Business:

1. Taycheedah Sanitary District #1 capital project – Winnebago pump station. TSD#1 provided President Diederich written communication regarding the replacement of the original check valves in the lift station. The 40-year old valves are failing. There are a total of six valves. Sabel Mechanical quoted \$46,619 for the project. TSD#3 will be responsible for 36% of the project.

Schedule the next meeting: Tentatively scheduled for Monday, October 17th, at 5:30 pm.

Comments from the public pertaining to District business. None presented.

Adjournment. Motion by Brian Mand, second by Mark Haensgen, to adjourn the meeting at 6:21 pm. Motion carried (2-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
October 17, 2022
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Katherine Diederich, and Commissioners Brian Mand and Mark Haensgen. Also present: Recording Secretary Brenda Schneider and John Rickert.

Call to order. President Diederich called the meeting to order at 5:31 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 9/14/2022 monthly meeting. Motion by Brian Mand, second by Mark Haensgen, to approve the minutes of the meeting conducted on September 14th, as distributed. Motion carried (2-0). Abstention: Katherine Diederich.

Approval of the bills. Motion by Katherine Diederich, second by Mark Haensgen, to approve the bills. Motion carried (3-0). Motion by Katherine Diederich, second by Brian Mand, to affirm the bills (order #88-95), for a total of \$6,171.55. Motion carried (3-0).

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

- Transfer \$7,000.00 from the Operations/User Charge Account to the regular checking account,
- Transfer \$134.56 from the Operations/Inspection Account to the regular checking account, and
- Transfer \$307.95 from the GO Account to the Operations/User Charge Account (Hynek closing).

Motion carried (3-0).

Sewer System Maintenance:

1. Consideration and possible action regarding general maintenance and operational issues:
 - a. Meter Stations. Nothing to report at this time.
 - b. Lift Stations. The September pump-run time reports for all lift stations were reviewed.
 - Speedy Clean will clean all lift stations on October 24th. The Fond du Lac treatment plant will accept the waste material for a charge.
 - i. Discuss the purchase of generators, access to a generator and the equipment to operate it. (*Reprinted from February 24, 2022 meeting.*) Randy Rieder offered the District use of the Town's portable generator noting that sanitary district use was the purpose of the purchase. Mark Haensgen and John Rickert will work with Randy to test the generator at one of the lift stations. Proceeding with the possible purchase of a stationary generator will be based upon the result of the testing. The test has not yet been scheduled.
 - c. Grinder stations. Mark Haensgen spoke to Doug Sabel, Sabel Mechanical. Doug thought the project was completed. John Rickert reported none of the stations are complete and some have yet to be started. A recent robbery at the Sabel Mechanical shop has set them back with scheduling.
 - d. Clearwater inspections. Nothing to report at this time.
 - e. Other maintenance and operational issues. Nothing to report at this time.

Unfinished Business:

1. Complete Clearwater Investment Worksheet per the requirement of the OSG Master Agreement. The Commission reviewed the District Secretary's analysis of the cost allocations for the most recent three years on a conservative basis. See attached schedules. Commission determined the average three year expenditures of \$11,500 exceeds the 5% minimum by \$5,000 based upon approximate revenue per meter station. District Secretary will complete the worksheet and submit it to President Diederich for review.

Unfinished Business:

1. Review of Steffes' Tavern invoice. Beginning with the third quarter, the Commission officially adjusted the user charge to one RUE for the residential only use of the structure after Allen Sabel surrendered his liquor license. Sabel closed the tavern on April 22nd. For the second quarter, Sabel paid \$150, the equivalent of one RUE. He has subsequently been billed the balance of the second quarter bill plus interest. Sabel requests additional relief for the second quarter bill. Motion by Katherine Diederich, second by Brian Mand, that the Steffes Tavern invoice for period ending 6/30/22 remains at the RUE for the bar; however, the interest charge will be waived due to the owner's confusion of closing of the bar and the subsequent actions necessary to facilitate a change in billing. Motion carried (3-0).
2. Discuss engineering inquiry regarding Matt Schmitz property. Matt Schmitz is working with JE Arthur & Associates to engineer and build a diesel repair shop on land formerly owned by Val Eppli. Eric Otte has submitted a number of questions to TSD#3 regarding sewer service to the building.
A majority of the land was originally within TSD#3's boundary; however, on March 11, 2013, per an official petition by Mr. Eppli, the Taycheedah Town Board approved the transfer of 19.87 acres to Taycheedah Sanitary District #1. Mr. Eppli's plan at that time was to service the property by gravity sewer via an easement to the main located along North Peebles Lane. It is unknown if the easement was secured. The documentation regarding the transfer has been submitted to Mr. Otte. The Commission recommends Mr. Schmitz discuss sewer service with TSD#1 and any prior easement arrangement with the appropriate parties.
3. Discuss asphalt work around manholes on Silica Road. The Town has done some asphalt work around the manholes and has intimated reimbursement. The Commission observed the District has been in existence for 20 years. Due to the passage of time and in conjunction with the Town Board's approval of the construction plans of manhole in roadway in the roadway, motion by Katherine Diederich, second by Mark Haensgen, to deny the Town Board's request for reimbursement of manhole repair both now and in the future. Motion carried (3-0).
4. Discuss establishing a citation ordinance. The matter was postponed for further research.

Schedule the next meeting: Tentatively scheduled for Thursday, November 17th and December 15th, at 5:30 pm.

Comments from the public pertaining to District business. None presented.

Adjournment. Motion by Katherine Diederich, second by Mark Haensgen, to adjourn the meeting at 6:20 pm. Motion carried (3-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
November 17, 2022
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Katherine Diederich, and Commissioners Brian Mand and Mark Haensgen. Also present: Recording Secretary Brenda Schneider and John Rickert.

Call to order. President Diederich called the meeting to order at 5:42 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 10/17/2022 monthly meeting. Motion by Mark Haensgen, second by Brian Mand, to approve the minutes of the meeting conducted on October 17th, as distributed. Motion carried (3-0).

Approval of the bills. Motion by Katherine Diederich, second by Mark Haensgen, to approve the bills (order #96-101), for a total of \$16,599.61. Motion carried (3-0).

Motion by Katherine Diederich, second by Brian Mand, to authorize the following:

- Transfer \$14,500.00 from the Operations/User Charge Account to the regular checking account.

Motion carried (3-0).

Sewer System Maintenance:

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

a. Meter Stations. Nothing to report at this time.

b. Lift Stations. The October pump-run time reports for all lift stations were reviewed.

John Rickert reported all six lift stations were cleaned by Speedy Clean. The liquids were discharged into a manhole and the solids were taken to the City Treatment Plan.

Rickert will check all lift stations and grinder stations to make sure the heaters are working.

i. Discuss the purchase of generators, access to a generator and the equipment to operate it. (*Reprinted from February 24, 2022 meeting.*) Randy Rieder offered the District use of the Town's portable generator noting that sanitary district use was the purpose of the purchase. Mark Haensgen and John Rickert will work with Randy to test the generator at one of the lift stations. Proceeding with the possible purchase of a stationary generator will be based upon the result of the testing. The test has not yet been scheduled.

c. Grinder stations. The Endres station had a problem with scum and grease build-up on the probe causing the pump to run continuously. Endres reported low water pressure issues in the house. Rickert advise they call a plumber. Mrs. Endres commented that she will send the bill to the District. Rickert has noticed that the new probes need to be cleaned more often.

c. Clearwater inspections. Nothing to report at this time.

d. Other maintenance and operational issues. Nothing to report at this time.

Unfinished Business:

1. Complete Clearwater Investment Worksheet per the requirement of the OSG Master Agreement. By directive of the Commission, the Worksheet was completed by the District Secretary and submitted to President Diederich for review. Brenda will file it with Eric Otte per the request of the OSG.

New Business:

1. Discuss establishing a citation ordinance. The District can apply for membership with the Lakeside Municipal Court. The District would need to develop an ordinance regarding citation authority. The list of offenders and a potential warning letter will be reviewed during the next meeting.
2. Discuss City of Fond du Lac's Capital Improvement Plan as it relates to the treatment plant. Several projects are planned over the next five years. The Plan does not indicated the estimated cost attributable to TSD#3 for nearly all of the projects. The east side districts are combined into one total. Katherine Diederich will apply the percentages of ownership to determine each of the east side districts' projected share of the costs.

Schedule the next meeting: Tentatively scheduled for Thursday, December 15th, at 5:30 pm.

Comments from the public pertaining to District business. None presented.

Adjournment. Motion by Brian Mand, second by Mark Haensgen, to adjourn the meeting at 6:04 pm. Motion carried (3-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary

TAYCHEEDAH SANITARY DISTRICT #3
MONTHLY COMMISSION MEETING
December 19, 2022
5:30 P.M.
TAYCHEEDAH TOWN HALL

Members present: President Katherine Diederich, and Commissioners Brian Mand and Mark Haensgen. Also present: Recording Secretary Brenda Schneider.

Call to order. President Diederich called the meeting to order at 5:52 p.m.

Pledge of Allegiance. The Pledge of Allegiance was recited.

Approval of the minutes of the 11/17/2022 monthly meeting. Motion by Mark Haensgen, second by Brian Mand, to approve the minutes of the meeting conducted on November 17th, as distributed. Motion carried (3-0).

Approval of the bills. Motion by Katherine Diederich, second by Brian Mand, to approve the bills (order #102-113), for a total of \$4,477.99. Motion carried (3-0).

Motion by Katherine Diederich, second by Brian Mand, to authorize the following:

- Transfer \$4,500.00 from the Operations/User Charge Account to the regular checking account, and
- Transfer \$18,227.99 from Operations/User Charge Account to the Reserve for Replacement Account.

Motion carried (3-0).

Sewer System Maintenance:

1. Consideration and possible action regarding general maintenance and operational issues:
 - a. Meter Stations. Nothing to report at this time.
 - b. Lift Stations. The November pump-run time reports for all lift stations were reviewed.
 - i. Discuss the purchase of generators, access to a generator and the equipment to operate it. (*Reprinted from February 24, 2022 meeting.*) Randy Rieder offered the District use of the Town's portable generator noting that sanitary district use was the purpose of the purchase. Mark Haensgen and John Rickert will work with Randy to test the generator at one of the lift stations. Proceeding with the possible purchase of a stationary generator will be based upon the result of the testing. The test has not yet been scheduled.
 - c. Grinder stations. Nothing to report at this time.
 - d. Clearwater inspections. Nothing to report at this time.
 - e. Other maintenance and operational issues. Nothing to report at this time.

Unfinished Business:

1. Review an enforcement letter and the list of potential recipients. A proposed enforcement letter was dictated during the meeting. The draft letter will be reviewed during the next meeting.

New Business:

1. Discuss investment of funds. Bristol Morgan has offered to invest in a CD at 3.5% for 22 months. Hometown is reportedly offering enticing rates as well. Motion by Katherine Diederich, second by Mark Haensgen, to authorize the Recording Secretary to invest \$600,000 in a CD with Bristol Morgan at 3.5% for 22 months and \$300,000 in a CD with Hometown Bank at 4.25% for 39 months. Motion carried (3-0). Brenda Schneider will contact Loree Shady at Hometown Bank.

Schedule the next meeting: Tentatively scheduled for Thursday, January 19th, at 5:30 pm.

Comments from the public pertaining to District business. None presented.

Adjournment. Motion by Brian Mand, second by Mark Haensgen, to adjourn the meeting at 6:11 pm. Motion carried (3-0).

Attest. _____
Brenda A. Schneider, District Recording Secretary