

**Island View Sanitary District Meeting
Town of Oshkosh - Winnebago County - Wisconsin
Wednesday, July 10, 2024**

The meeting was called to order at 7:04 pm

Present: Ron Harrell, President; Vicky Rowe, Secretary; Thomas Konrad, Treasurer; Julie Rosenau, Business Secretary; Melanie Krawiec, Ad Hoc Commissioner; Jim Zinth; Head Lift Station Operator Jim Latta

Excused Absence: Dan Cowling, Ad Hoc Commissioner

Guests: None

MOTION (KONRAD/ROWE); CARRIED UNANIMOUSLY TO APPROVE JUNE 12TH, 2024, REGULAR BUSINESS MEETING MINUTES.

LIFT STATION OPERATION REPORT

June 2024 Lift Station Operator Report

06/24/24 - During lift station checks it was reported by Joe Olszewski there was uneven run time recorded between pumps at lift stations #1 and #2. Jim Latta checked hour meters and meter readings and he suspects hour meters may need replacement. We are monitoring and will replace them if error occurs again.

A MOTION WAS MADE BY HARRELL, SECONDED BY KONRAD TO ALLOW LATTA TO RESEARCH AND REPORT BACK TO THE BOARD THE PRICE OF RESTOCKING THE HOUR METERS WITH THE INTENT TO PURCHASE THE METERS.

06/27/24 - Olszewski, Kyn Anthony and Jim Merten cleaned the floats at lift stations #1 and #3, completed the lift station checks and the portable generator check. While cleaning the floats a long piece of plastic similar to tape or saran wrap approximately 6' long was pulled from the floats at lift station #1; otherwise everything else went well.

06/28/24 – Rosenau received a call from a resident on I-Ah-May-Tah Rd that said she was having a problem with toilets not flushing properly and other issues and she had heard there was work being done on the lift station. Olszewski responded to the call; he confirmed that the lift station was operating normally, went to the residence of the caller, but the problem could not be duplicated.

Miscellaneous Items - Assistant Head Lift Station Operator Jerry Tribbey has turned in his resignation but is willing to continue until a replacement is found. Terry Michels is out for the month due to a medical procedure.

BUSINESS ACCOUNTS

Julie Rosenau reported the checkbook remains balanced and gave an oral report on the business accounts and current balances/activity (said written report on file and made a part of these minutes).

Business Secretary Report

3rd quarter billing statements were sent out at the end of June and payments are being processed. Rosenau has connected with Justin at Workhorse Software, and they are setting up a time to have a phone conference to get started on the new utility billing software.

FINANCIAL REPORT

Jim Zinth furnished the Board with the May 2024 Actual to Budget reports (said reports on file and made a part of these minutes).

BUSINESS

1. Update on City of Oshkosh Quarterly Billing

Zinth contacted the city again and asked if the readings are read on the same date as everyone in the City of Oshkosh. He has not received a response from Ken Gabrielson from the City of Oshkosh due to vacation. He will contact Gabrielson and send verification to the commissioners.

2. Lift Station #1 numbers for June

The numbers for June were a little higher than the normal range compared to previous years. Rainfall was 7.2 inches for the month.

3. Update regarding dialer and Energenics

Latta is going to reach out to Energenics to see if they have seen anyone else out in the field having issues with their dialers that resemble our communication problems and also hire them to wire the phase monitors into the dialers.

4. Update regarding Cattron/cell plan

Latta indicated that he called the company and got no response initially and he again called Ben and asked about getting a 5-year contract, Ben indicated it was not available. Latta asked about all the other issues that he had previously talked to him about and Cattron is indicating that they want to have another meeting with all the parties involved to try to resolve all the issues. Further discussion ensued regarding the dialer phone contracts and the board agreed to enter into a one-year only contract due to possible ongoing communication errors and lack of customer support.

5. June Energy Usage (Gas and Electric)

June gas and electric usage was within normal ranges in comparison to previous years.

6. **Update on air meters for working in Lift Stations**
Latta believes the quote that he received a couple of months ago for around \$850 to purchase an air meter for lift station operators when entering the lift stations is a good price. Training all the lift station operators will be done by the company and will be included with the purchase. The air meter will be used whenever the lift station operators go into the lift stations and would sound an alarm to indicate if they are in danger of exposure to harmful gases. Latta also said he would be mandating that the lift station operators have a free app on their phones that will call 911 automatically if the operators run into an emergency health risk while in the lift stations.
7. **Manhole grab samples**
Konrad wants to have samples taken from the manholes in August.
8. **Updates on current construction, home, or lot sales**
Nothing new for the month of June.
9. **Update on City Negotiations**
A mediation meeting held on June 27, 2024 was attended by Harrell and Zinth. Another mediation meeting will be set up for some time in August.
10. **Final Ecmr follow-up**
Vicky Rowe indicated the ECMAR was filed on June 30th. She had a question regarding the former replacement fund, the amount of money that should be on hand for the district and the interest amounts that should be reported. She stated she contacted Mark Stanek from the WI DNR for clarification for future reports and is waiting for a response.
11. **Update on Televising/borrowing equipment**
Latta indicated that televising should be done in the district either this year or next year. Discussion ensued regarding where to televise in the district and when it should be done. The consensus of the board was that the first televising should be near Lift station #1 due to the process not having been done there before and the proximity to City of Oshkosh properties. Latta also stated going forward he would like to televise the district in thirds and get on a normal schedule of televising a section of the district every year.
12. **Update on hookups and related issues for new construction**
There was nothing to add to the agenda item from the previous meeting; the item can be removed.
13. **Groves Public Hearing**
Rowe and Melanie Krawiec attended a public hearing for Andrew and Jennifer Groves, 1814 Island View Dr. They petitioned the Town of Oshkosh to have their vacant lot

next to their residence taken out of the Town of Oshkosh Sanitary District and become part of Island View Sanitary District. They will be building a garage on the parcel but will not have a bathroom on the property so they will not need to hook into the sewer lateral.

New Business

None

PAYMENT OF BILLS:

MOTION TO PAY BILLS AS PRESENTED (ROWE/HARRELL) CARRIED UNANIMOUSLY.

ADJOURNMENT:

MOTION TO ADJOURN (HARRELL/ROWE) CARRIED UNANIMOUSLY AT 9:10 P.M.

The next business meeting is scheduled for Wednesday, August 14, 2024, at 6:30 PM at the Town Hall.

Julie Rosenau, Business Secretary