

**Island View Sanitary District Meeting
Town of Oshkosh - Winnebago County - Wisconsin
Wednesday December 11, 2024, 6:30 P.M.
Town of Oshkosh Town Hall**

The meeting was called to order at 6:32pm

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

Excused: Thomas Konrad, Treasurer

Guests: Cassie Yustus, 4778 Island View Dr, Oshkosh.

A MOTION BY (KRAWIEC/ROWE); CARRIED UNANIMOUSLY TO APPROVE THE NOVEMBER 13TH 2024 REGULAR BUSINESS MEETING MINUTES.

LIFT STATION OPERATION REPORT

October 2024 Report

10/10/2024 – Jim Latta reached out to James Rabe, Director of Public Works for the City of Oshkosh to inquire about televising, I & I, and information on data loggers. Mr. Rabe was not aware of any televising they have been doing or planned to do on mains that feed into the IVSD system. He was also not aware of any I & I research that has been done in our area and indicated that the city either uses their own truck or hires Speedy Clean for televising.

10/16/2024 – Latta received an email from James Rabe with information on the data loggers they have been considering. Latta provided a handout from Mr. Rabe on data loggers that may be purchased by the City.

10/28/2024 – Kyn Anthony and Jim Merten completed the portable generator testing at Lift Station #3.

10/31/2024 – Merten reported the sump pump at Lift Station #1 is not pumping. Latta found the check valve stuck and it is functioning properly again.

Misc – Joe Olszewski has been medically cleared to climb ladders again and will be back on the schedule after 10/16/2024.

November 2024 Report

11/14/2024 – Merten lubricated all locks and hinges at all 3 lift stations during station checks.

11/21/2024 – The pumps at Lift Station #1 were reported to be drawing more amps than normal during station checks. Latta back flushed the pumps, and the amps returned to normal. During the check of all 3 lift station checks, Latta turned the dehumidifiers off and plugged in the heaters for the winter. Latta also attached the plow to the service truck and started the furnace at the shop.

11/28/2024 – During station checks, Anthony reported that pump #2 at Lift Station #1 wouldn't prime. Latta went to the station and cleaned the floats (a toy truck was found in the wet well during the cleaning) and the sonic start. It was determined that the #2 vacuum pump was not operating properly and will need to be replaced; we have a spare in our inventory.

Misc – Terry Michel has informed Latta that he will be available to work for IVSD until the end of March 2025 and he is helping find a possible replacement for his position. Latta also indicated that he had a conversation with Dan Cowling, former Ad Hoc Commissioner for IVSD and Dan would be interested in being a lift station operator.

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

Rosenau sent the 2024 delinquent accounts to the Town of Oshkosh on November 15th. She will have a conference call on December 19th with Cheryl from Workhorse Software to move the accounts receivables from the old billing software to the new billing software. Cheryl will then teach Rosenau the billing process in the new software and prepare the 1st quarter 2025 bills that will be mailed out at the end of December.

FINANCIAL REPORT

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

BUSINESS

1. Lift Station numbers for November

Latta indicated the numbers were within normal ranges and comparable to previous years. Rainfall was 4.04 inches for the month.

2. Analysis of September composite samples

Tabled until a further meeting.

3. November Energy Usage (Gas and Electric)

Numbers for November gas and electric usage were a little lower than normal but still well within the ranges of what they should be.

4. Update on air meters for working in Lift Stations

No further information was given regarding the air meters.

5. Update on hour meters/pricing

Latta indicated that the price for hour meters is \$55.00 for one meter or \$48.00 for more than one. Latta said we would probably need to order at least (4) new hour

meters for the lift stations and asked for the board to approve the purchase.

Motion made by Rowe/Krawiec to allow Latta to purchase (4) hour meters for the lift stations. Motion carried unanimously.

6. **Updates on current construction, home, or lot sales**

Nothing new to report for this month.

Rosenau did collect a \$10,000.00 special assessment fee and \$175.00 for a sewer lateral inspection from Matt Vienola (General Contracting Services). A copy of the receipt, a letter indicating payments were received and the sewer lateral application were sent to Jerry Fabisch. Harrell stated that construction has not begun, so we may not receive notification of the inspection until spring.

Update on City Negotiations

There may be another mediation meeting held sometime in January with the City of Oshkosh.

7. **Televising/contact with James Rabe**

See the information above on the November 2024 Lift Station Operator's report.

8. **Credit Cards for the district**

Rosenau contacted Associated Bank twice to open a new credit card account for the district with no response. Rosenau tried to activate her Community First Credit Union credit card and they were asking for information that she didn't have. After discussion, it is the consensus that we stay with Community First Credit Union. Vicky Rowe will contact Nikki at Community First right away and get both Rosenau's and Latta's cards activated as soon as possible.

9. **2025 Budget Approval**

Zinth presented the final draft of the 2025 Budget (said 2024 Budget on file and made a part of these minutes). There were no public comments regarding the budget from the budget public hearing.

MOTION (ROWE/HARRELL); CARRIED UNANIMOUSLY TO ACCEPT AND APPROVE THE 2025 BUDGET AS PROPOSED.

New Business

Latta indicated that some televising will occur in December and Latta will talk with Speedy Clean on specifically what part of the district will be done. Latta stated that it will most likely be the areas that feed into Lift Station 1 and along Sherman Road.

Cassie Yustus applied to become an Ad Hoc Commissioner to replace Dan Cowling on the board. Her application and references were reviewed by Harrell and Harrell

recommends hiring Cassie.

MOTION (HARRELL/ROWE); CARRIED UNANIMOUSLY TO APPOINT CASSIE YUSTUS AS AN AD-HOC COMMISSIONER.

PAYMENT OF BILLS

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

MOTION TO ADJOURN (HARRELL/KRAWIEC) CARRIED UNANIMOUSLY AT 8:20P.M.

The next business meeting is scheduled for Wednesday, January 8, 2025, at 6:30P.M. at the Oshkosh Town Hall.

Respectfully submitted,
Julie Rosenau, Business Secretary