**FISH CREEK SANITARY DISTRICT NO. 1**

**BOARD OF COMMISSIONERS MEETING**

**March 14, 2024**

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| Call to Order  Approve Minutes  Public Comment    Fuel Oil Contamination – Grinder Station #3  Sewer Use Ordinance Matter - Zielke – 4054 Main Street  Closed Session  Town Administrator Report  Engineer Report  TID Update / Upper Bluff Sanitary Sewer  Operator Report  Clerk Report  Correspondence  Payment of Bills  Open Discussion  Adjourn | Meeting called to order at 8:18 a.m. by Board President, Bill Weddig. Also present: Board Secretary, Tony Bryzek; Board Treasurer, Greg Stillman (via Zoom); Plant Operations Manager, Dave Alberts; Clerk, Jennifer Steber; Asst. Plant Operator, Patrick Johnson; Town Administrator, Travis Thyssen; Dennis Steigenberger, Cedar Corporation; John St. Peter, Dempsey Law Firm (via Zoom); Guests: Jim Kueck, Kurt Schmidt, and Keith Mueller  *Stillman motioned to approve the minutes of the February 5 meeting as presented. Weddig seconded. Motion passed.*  No Comment.  Dave stated there had been emergency call-ins and upon responding they noticed a very strong smell of fuel oil and a thick slurry and blackish debris in the grinder station. The oily film also caused problems with the pressure transducer. There are three properties that flow into the grinder station: Stillman, Olson/Butchart, Keith’s Automotive. Great Lakes TV Seal was hired to televise the main and found the fuel oil was coming from Keith’s. The floor drains in his garage flow into the lateral and then into the main. Putting any contaminated oil into our collection system is an ordinance violation. Keith confirmed he brought a car into the garage overnight, and the next morning he noticed a line of oil going into the drain. He did not notice any leaks before then. Dave stated this is the first occurrence during his three years with the District, but the previous Operations Manager confirmed this had happened occasionally in the past. By today’s plumbing code, a catch basin or grease interceptor would be required and a floor drain flowing into a lateral would not be allowed. There are three floor drains so it would be best to have an outdoor interceptor. The cost to the District for televising and cleaning was $1,815.59. Septic Maintenance discharged approximately 300 gallons of what they pumped from the grinder station, and it had an adverse effect on the treatment plant. If this continues and we pump, clean, and treat this type of waste, there needs to be a cost to the customer because it is an ordinance violation and unfair to the rest of the collection users. Also, an abundance of wipes/cloth material was discovered in the grinder station once cleaned. Keith denied intentionally flushing anything into the drain that should not be. Bill asked Keith how he will rectify to avoid repeat occurrences. Keith responded he could block the floor drains. Dave stated he could investigate floor drain plugs if the plumbing code allows for a commercial building. Bill would like Keith to invest in a proper oil separator because something could happen again. Keith stated Reinhard Plumbing quoted approximately $4,000 for a grease interceptor. Travis commented there may be grants available to assist in making an aging system compliant, no guarantees, but worth checking into.  John St. Peter suggested a document signed by the owner agreeing that charges will not be filed at this time if corrective measures to the floor drains is made and reimbursement for the District’s expense. If the owner does not comply then the District reserves the right to enforce its ordinance in court and ask for daily forfeitures. This puts everything in writing and gives some leniency provided the owner complies with the terms of the document. Tony requested that Keith attend the April meeting and present his proposal of what will be done to prevent this from happening again. Bill believes Keith should share the cost of the expenses incurred. Tony and Greg agreed that is a reasonable request. Keith also agreed.  *Bryzek motioned to do a quick fix now by plugging the drains, next month Keith to present a permanent solution, and split the cost of $1,815.59 for the televising and cleaning of the grinder station with the District. Weddig seconded. Motion passed.*  John St. Peter stated in a recent memo by Attorney Feldhausen the Zielkes propose to accept transfer of the grinder pump from the District, they would like to keep the current easements in place and would like advice from Dave as to who to contact when an issue arises and how to monitor the pump onsite locally. John asked if the Commission is in favor of this approach. Bill confirmed the Commission is in favor. John is unsure why they want to keep the easements in place. It may be in our interest to have the easement in case District staff need to go there. Dave stated telemetry will be removed and a high-level alarm will be installed at District cost, power for the grinder station will need to be put into the owner’s name, and he will provide contractor information in the event service is needed on the pump. If there were a sanitary overflow into the environment, he would need to get involved because he needs to report to the DNR. He would have to be contacted by someone informing him of the overflow because it will be a private system. Typically, when there is a problem with a private grinder pump, the first call should be to the plumber to investigate. If there is an overflow, the plumber or owner would contact the sanitary district.  John will prepare a legal document representing that we own the grinder station and have the legal authority to transfer ownership which was properly approved by the Commission. The District makes no representations or warranties regarding the condition of the pump. The District will remove telemetry and install an emergency mechanism at District expense. Power for the grinder station will be put in the owner’s name and any changes to the power connection for the grinder station will not be paid by the District. There is no agreement for the District to service the grinder pump but reserve the right to respond to an overflow emergency if contacted of an overflow.  John will prepare the document that captures what was talked about today. He will have Dave and Dennis review and then it will be brought back to the Commission for approval. The draft would also be shared with Attorney Feldhausen. Bill stated we would like to have the easements gone, but he does not want to delay the deal. John agreed, the preference is to extinguish the easements, but we are willing to be flexible to come to an agreement. John concluded that this is good news, and he appreciates the owner’s flexibility and the good work by Dave and Dennis for the thorough onsite review. It likely brought the reality of what is involved and perhaps delivered this result.  No Closed Session  Hill Street/Bluff Lane project has resumed. The County will be sweeping in about 2 weeks and the Town is looking into vacuuming of catch basins to keep debris out of the system. Dave stated he will be scheduling a vacuum truck for 10,000’ of sewer lines, so he and Travis will coordinate together for savings on mobilization.  As a follow-up to the new homes on Gibraltar Road, Smart Custom Homes needs to provide the sanitary district with the recorded easement document for our files. The easement should include sewer utility in the event the sanitary district would need access. Travis stated with the new program implemented in the Town office, if they don’t comply with the request, they will not receive an occupancy permit. Dave will contact Smart Custom Homes for a copy of the easement.    Item A – Request for Sewer Connection 9058 Highway 42 (Graham)  There are four lots, three have homes, one is vacant. They are in the sewer district and in the TID. The most northern home at 9058 Highway 42 inquired about the feasibility of connecting to the public sewer. Their holding tank is in the front of the home. One property south at 9050 Highway 42 also has a holding tank, then there is a platted vacant lot, and then another property at 9044 Highway 42. Dennis’ opinion, if we are going to pursue connecting 9058, we need to service all four properties.  One option, put in a grinder pump on the southern most lot, run an 8” gravity sewer that would flow back to the grinder pump and pump it with a small diameter force main up to the manhole at Cottage Row and Highway 42. This would be a District owned grinder pump. The estimate is based on getting easements from property owners to put the gravity sewer and grinder pump on private property. Force main would come out in the highway. Cost estimate for this option, $220,000 split amongst 4 properties.  Second option, an $18,000 special assessment each property to help pay for the main line sewer (like Hidden Blossom paid for their main line sewer) and the $7,500 hook up charge each property will go to the Town to pay the TID. That would net approximately $120,000 of the cost subsidized by the TID, the balance would be split amongst the four properties. Travis is aware of this option and is good with it, as it is a long-range benefit. Dennis and Travis ran multiple scenarios, and this option makes it most cost effective to provide service.  Third option, a gravity sewer line from those properties to the proposed new lift station at Little Sweden (Phase II) which would eliminate the grinder pump. The cost of this option is approximately $285,000. Greg commented it is more money but makes more sense long term if we can eliminate the grinder pump and bring the Smaxwill property into the scenario. Bill stated he would like to pursue this option as it is more cost effective, but we should contact Smaxwill first before a decision can be made. Dennis will contact the Smaxwill family.  Item B - Contractor Payment Request No. 3 and Change Order No. 2. Dennis provided an overview of the change order and the completed work on the contract.  *Weddig motioned to accept Change Order No. 2 in the amount of $2,620.00 for the clay used to line the trench. Stillman seconded. Motion passed.*  *Weddig motioned to accept the Contractor’s Application for Payment No. 3, Upper Bluff Interceptor Sewer – TID Phase I, in the amount of $778,153.56. Stillman seconded. Motion passed.*  Project Update/Schedule. Manhole #16 is where they are coming with the interceptor to the west, then going south, continuing south past the hotel to the Redmann driveway, and south toward the Settlement Shops. Another crew will start Monday and take the sewer south of Choke Cherry to Manhole #16, out to the highway and then the easement to the north, and then move to the stub line to the future Town park. It is estimated that all pipe will be in the ground by the end of April. Great progress has been made through the winter. Once the pipe is in the ground, pressure testing and televising to be completed before anyone can hook up. Hidden Blossom will also be cleaned and televised. This is all part of the substantial completion. Dennis stated at the May meeting there will be paperwork for the District to accept the sewers. Mid-May is the anticipated time for connections. Soon notifications of connection and invoices will be sent to all in Phase 1. Correspondence will go out prior to connections.  The process for reporting any cracks discovered due to blasting, notify the Sanitary District office as soon as possible with name, address and contact phone/email address. This information will be passed on to Cedar Corporation. Cedar will contact Kruczek Construction. Kruczek and Falcon will work out the claims. The project will be closed a couple months after the substantial complete date in June and there is retainage until issues are addressed. Jim Kueck stated he will communicate the process to all unit owners.  Dennis stated a permanent easement of 30’ needs to be legally drawn up for Hidden Blossom. Jim Kueck advised Dennis to contact Jim Smith of Pinkert Law regarding the easement needed. Dennis will contact Pinkert Law. Also, the RUE for the Hidden Blossom pool needs to be finalized. It was agreed upon by Dennis and the Board that this is a Town decision because of the TID payback, but whatever decision is made we are setting precedent for other pools within the TID.  Item C - Phase II-TID Interceptor Sewer. Dennis stated he and Travis have a meeting scheduled with Clem Hedeen on Tuesday, March 19. Easement for the land or buy the land for the lift station will be discussed. It is likely the total RUE count will be discussed. He is going to suggest that the sanitary district needs a commitment that they will grant the easements for the lift station and access the lift station through the existing road, which is what the Hedeens requested a few months back. Either a permanent easement now or create a memo of understanding.  Dave accepted the quote from Sabel for the knife valve replacement. He is getting a bid from Sabel to replace two air lines coming out of the blower building. The current air lines are galvanized, rusted and rotten, and seeping out air. The new lines will be stainless steel. Today he will approve the new samplers which Energenecs will install.    Financing for the TID connections was briefly discussed. Jennifer will start the pre-approval process with the State Trust Fund. Bill suggested the $50,000 we will collect from the Town upon completion of Phase I could be used to offset the cost of the Phillips/Kana sewer extension. Details will need to be worked out with the Town. Leah from CLA will present the financial audit April 8.  No discussion.  *Weddig motioned to approve the payment of bills as presented. Bryzek seconded. Motion passed.*  The date of the April meeting is April 8. Greg will attend via Zoom.  *Weddig motioned to adjourn. Bryzek seconded. Motion passed.* Adjourn 11.47 a.m.  Respectfully submitted by:  Jennifer Steber, Clerk |
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