

Little Suamico Sanitary District #1
Monthly Meeting
Monday, February 16, 2015 – 6:30 p.m.

In the presence of a quorum, the monthly meeting was called to order at 6:30 p.m. Present were: Chad Fischer, Dave Szela, Darrel Pagel, Ken Yost, Terry Malcheski, and Dean Zanon and Dennis Steigenberger from Cedar Corporation.

Approve agenda for February 16, 2015 meeting – A motion was made by Darrel Pagel to approve the agenda as presented for the February 16, 2015 meeting. There wasn't any cause to change the sequence of the agenda or delete items from the agenda. The motion was seconded by Chad Fischer and the motion carried with all in favor.

Approve minutes from January 19, 2015 meeting – Dave Szela made a motion to approve the minutes from the January 19, 2015 meeting as presented. The motion was seconded by Chad Fischer. The motion carried with Fischer and Szela in favor. Pagel abstained.

Approve minutes from January 26, 2015 emergency meeting – A motion was made by Dave Szela to approve the minutes from the January 26, 2015 meeting. The motion was seconded by Darrel Pagel and the motion carried with all in favor.

Approve minutes from January 29, 2015 emergency meeting - A motion was made by Dave Szela to approve the minutes from the January 29, 2015 meeting. The motion was seconded by Chad Fischer and the motion carried with all in favor

Agenda Item #1/ Phosphorus Removal/Facilities Planning – Update and any needed action – Dennis Steigenberger and Dean Zanon noted discussion of the next phase of the phosphorus removal/facility planning project should take place at the April or May meeting, as the report is due to WI DNR September 2015. WI DNR did receive the notice of intent to apply and will be working on determining median household income of sanitary district residents.

Agenda Item # 2/Installation of Pumps at Lift-station #4 (Lilac and Allen Roads) – Update and any needed action
– The following was noted:

- Ken reported the pumps weren't alternating, but this has been rectified.
- Lift-station #6 needed a new pump, as the pump that was removed from this lift-station to assist lift-station #4 during an emergency situation became faulty due to the manner in which the pump was used in lift-station #4. A pump was installed in lift-station #6 on 2/11/15. A new stainless pull handle was also installed and a stainless handle will also be added to the lift-station at Rustic Acres.
- Panel in lift-station #4 has been cleaned up.
- The pump rebuilding situation with Vacuum, Pump, and Compressor (VPC) was reviewed again. Two pumps are at VP&C to pick-up. Flygt will not warranty the pump that was rebuilt in October, unless they can look at it. It would need to be shipped to Chicago. The second pump was wired wrong. It is supposed to be interchangeable (three to one phase). Board questions what entity worked on these pumps and wants an inquiry of VP&C. Chad Fischer will contact VP&C to discuss the pumps with them. He will report back at March meeting.

Agenda item #3/ Installation of Computer and Software at Treatment Plant – Update and any needed action – There is no update on the software for the computer at the treatment plant.

Agenda item #4/FCC license renewal – update, discussion, and any needed action - Dean Zanon reported the FCC license has been renewed through 2025. Correspondence of this was received from them.

OVER

Agenda Item #5/Maintenance and operations report and any needed action – There was no further items to report beyond what was discussed in agenda item #2.

Agenda Item #6/Approval of expenditures – A copy of the checkbook register was provided to all board members for their review. The expenditures, as noted on the checkbook register, were approved. Dave Szela will inquire of Sabel Mechanical as to why their invoice #2198 is \$432.25 more than quote they provided. However, payment of the invoice can be made. Dave Szela made a motion to pay all expenditures and the motion was seconded by Chad Fischer. The motion carried with all in favor.

Other business – Terry Malcheski reported two deposits dated December 15, 2014 have not cleared the bank. The deposits were outstanding on the December 2014 and January 2015 bank reconciliations. An inquiry was made of BMO Harris Bank branches in Howard and on Broadway in Green Bay. Both branches indicated they have no record of the deposits and they searched their depository boxes. The two deposits were placed in one envelope to be dropped off at a branch as an after hour deposit. One deposit consisted of two checks from the town of Little Suamico in the amounts of \$1108.67 and \$432.84. The town clerk/treasurer confirmed these checks had not cleared their bank account. The town will reissue checks at their March meeting. The other deposit was for a total of \$209.00 and consisted of three checks (138.00, 46.00, and 25.00). The customers involved were notified via letter their checks were not deposited and the payments were deleted from their accounts. The customers were advised to issue replacement checks.

Dave Szela made a motion to adjourn the meeting at 7:10 p.m. and the motion was seconded by Chad Fischer. The motion carried with all in favor. The next meeting will be held on Monday, March 16, 2015.

Recorded by Terry Malcheski.