

Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, January 16, 2017 – 6:30 p.m.

The monthly meeting was called to order at 6:30 p.m. Present were: Chad Fischer, Darrel Pagel, Dave Szela, Ken Yost, Terry Malcheski, and Dean Zanon of Cedar Corporation

Approve agenda for January 16, 2017 meeting – A motion was made by Darrel Pagel to approve the agenda for the meeting. The motion was seconded by Chad Fischer and the motion carried with all in favor.

Approve minutes from December 19, 2016 – A motion was made by Chad Fischer to approve the minutes from the December meeting. The motion was seconded by Dave Szela. The motion carried with all in favor.

Agenda Item #1/ Maintenance and Operations Report and any needed action – Ken Yost provided the following update:

- Discharging is completed as of the first of the year. Lab test results from metal tests are pending.
- The refrigerator at the plant is not functioning properly and Refrigeration Services had to put coolant in it again. The vendor has suggested that it may be time to purchase a new one, as several repairs have been made over the years and the compressor is getting oily, which is not a good sign. A quote from Refrigeration Services for a new refrigerator is \$1,325.00. The board discussed the situation and concluded it is prudent to purchase a new one rather than continue to spend money on repairing the existing model. A motion was made by Dave Szela to approve the purchase of a new refrigerator. The motion was seconded by Darrel Pagel and the motion carried with all in favor. Ken will check on the turnaround time of the replacement and if it will take some time to receive the refrigerator from the time of ordering, Ken will place the order immediately. Otherwise, if turnaround time is immediate, he will wait to order the new one until the existing model stops working.
- The radio in the Krause Road lift-station is not working and Ken placed the spare radio in the lift-station. It is \$1,200 to purchase another radio so a spare is again available.
- Ken reported he got locked out of the treatment plant and he had to cut the lock-off on the gate. The lock was the property of the snowplow vendor and Chad Fischer will purchase another lock for the snowplow vendor and give him keys.

Agenda Item #2 Lateral repairs on Krause Rd. and status of invoice from Jackie Foster and any needed action.

- At the September 2016 meeting it was noted the televising reports indicated there was a leak in the lateral at 1335 Krause Rd. The customer was notified via letter to have the lateral repaired. Jackie Foster came and repaired and the invoice from Jackie Foster for the work performed came to the sanitary district. At the December meeting the board indicated to hold payment of the invoice until Ken could speak with Jackie Foster about it. Ken indicated he spoke with the vendor and their position is the sanitary district hired them to do the work. Ken also indicated he had prior conversations with the property owner about it and he indicated she understood it was her responsibility. The invoice is in the amount of \$658.79 and the payment from the sanitary district will be sent to the vendor. Terry will follow-up with the property owner to have the property owner reimburse the district.

Agenda Item #3 Update from Chad Fischer regarding units in Rustic Acres Mobile Home Park and any needed action – The runtimes of the pumps in all of the lift-stations were reviewed. The flows from Rustic Acres Mobile Home Park are consistent with the rest of the district. Chad attempted to count the units in the mobile home park, but it was getting dark and the task became difficult. He will make another drive through the park and count them again. At the time he attempted to count the units, there weren't any recreational vehicles present in the park.

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Agenda item #4/ Update from Ken Yost on submission of WPDES Permit renewal and any needed action- Ken Yost will complete the permit renewal upon receipt of metal test results that are pending, as noted above.

Agenda item #5/ Review and approve Agreement with Cedar Corporation to provide Advisory/Consulting Services for 2017 and 2018 – An advisory agreement between Cedar Corporation and the sanitary district was presented for renewal. The scope of service is the same as the prior years and the scope of service was reviewed with the board. The two year agreement (2017 & 2018) is in the amount of \$5,750.00. This is less than a 3% increase from the last agreement. Darrel Pagel made a motion to renew the agreement with Cedar Corporation in the amount of \$5,750.00. The motion was seconded by Chad Pagel and the motion carried with all in favor. Dave Szela signed for the sanitary district.

Agenda Item #6 Update on Phosphorus Removal/Facility Plan and any needed action by board – Dean Zanon reported that George Thompson met with Oconto County regarding the potential 80 properties that were identified at last month's meeting and the list has been narrowed to 20 properties. Further modeling will be done by Oconto County and it is expected the potential properties will further reduce down to 5 or 10. These properties will be further discussed at the February meeting. In June specifications for a chemical feed plant will be sent to the DNR.

Agenda Item #7 Approval of Expenditures – Each board member was supplied with a check register of all of the checks issued since the last meeting. The expenditures for the month were reviewed. Dave Szela made a motion to approve the expenditures as indicated on the checkbook register and the motion was seconded by Chad Fischer. The motion carried with all in favor.

The next meeting date is Monday, February 20, 2017

A motion was made by Darrel Pagel to adjourn the meeting at 7:20 p.m. and seconded by Chad Fischer. The motion carried with all in favor.

Recorded by Terry Malcheski.