

Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, January 18, 2016 – 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 from Cedar Corporation.

Approve agenda for January 18, 2016 meeting – A motion was made by Dave Szela to approve the agenda for the January 18th meeting. The motion was seconded by Chad Fischer and the motion carried with Fischer, Pagel, and Szela in favor.

Approve minutes from December 7, 2015 meeting – Darrel Pagel made a motion to approve the minutes from the December 7, 2015 meeting as presented. The motion was seconded by Chad Pagel. The motion carried with Fischer, Pagel, and Szela in favor.

Reading of Correspondence – Correspondence was received from a resident in Riverview Estates regarding continuous operation of their sump pump and basement flooding experienced by their neighbor(s). The contractor that built the homes placed corrugated pipe for collecting the sump pump water and all of the homes go into this pipe. Homes downstream are affected. It is not an issue of the sanitary district. Dave Szela did present the concern to the town board and Dave tried to get a phone number for the resident to call them, but was unsuccessful with locating a phone number. Board indicated communication should be sent again with the first quarter invoices to remind customers connecting sump pumps to the sanitary sewer is not permissible. Dave Szela will provide the secretary with the language.

Agenda Item #1/ Update on operational needs of lift-station #3 located on Grosse Rd. and any needed action – Ken Yost reported Sabel Mechanical placed a new pump in lift-station #3 (Grosse Rd. near Post Office). A pump that was damaged by water getting into it (damaged impeller) was removed and currently the lift-station is operating only on one pump. The cost to repair the pump is estimated to be about \$6,000 for parts. The pump was only three years old. Sabel Mechanical will check the air release and check valve as the new pump in the lift-station is only pumping 214 gallons per minute versus the expected 300 gallons per minute. The four release valves are from 1980 and have been repaired a lot. Sabel estimates about \$2500 to replace them. Ken is not sure what the brand name is of the proposed replacements. Dean Zanon will check prices of brands that are known to be of good quality. The board approved replacing the air release valves and approved spending up to \$3,000. The motion was made by Dave Szela and seconded by Chad Fischer. The motion carried with all in favor. Dean will supply other valve information to Ken Yost. Discussion of Lift station #3 on Grosse Road should be on the February 2016 agenda.

Agenda Item #2/Operations and Maintenance Report and any needed action.

Ken Yost provided the following report:

- Ken participated in a class to learn about the Capacity, Management, Operations, and Maintenance (CMOM) program of the WI DNR and its requirements. Each board member was provided copies of the CMOM manual and it should be reviewed for the next meeting. The CMOM needs to be submitted by August 2016. Dean Zanon indicated it will cost between \$3,000 and \$5,000 for Cedar Corporation to complete the CMOM. The board reviewed some of the CMOM manual to get an idea of what is involved with creating the CMOM. The CMOM discussion will be placed on the February 2016 meeting agenda for continued discussion. Dean Zanon will begin preparation and bring to the February meeting.
- There is currently 5 million gallons in the ponds. After completing discharging in December the level was down to about 800,000 gallons.
- Ken received a request to locate the sewer by the old steel bridge on Grosse Rd. The bridge is going to be replaced. Mead is the engineering firm and Ken indicated to them he will mark the manholes on both sides of the river and they should view the sanitary district's plans and contact our engineer(s).

Agenda Item #3/Update on lift-station malfunction in fall 2015 and any needed action – Dave Szela indicated he had contact with a representative from the St. Pius Church and insurance adjusters (church and sanitary district) regarding a sewer backup that the church experienced in the fall of 2015. The pumps and radios in lift-station #3 malfunctioned and it is thought this was due to improper wiring. The wiring would have been done in 1998. Ken Yost was contacted by insurance carriers to provide details of event. The church representative indicated the church spent between \$15,000 and \$20,000 to repair damage done by sewer backup. They submitted the claim to their insurance carrier, but the church had to pay the \$2,500 deductible. The church representative contacted Dave Szela to seek restitution from the sanitary district for the deductible. Dave indicated to the representative that the district's insurance carrier will make the decision and the district would not remit payment of the deductible to the church.

Agenda item #4/ Repair work done on lateral for Old Crow Bar on County S – Discussion and any needed action – On December 14, 2015 the lateral for the Old Crowbar tavern had to be repaired. It was damaged in the right-of-way, so the sanitary district was responsible for repairing. Jackie Foster Inc. came and repaired it and the invoice is approximately \$1,000. It is highly suspected the lateral was damaged by a contractor (A & J Construction from Sheboygan) when they in the area performing boring for utilities/communications. The lateral was about 5.5 feet below ground and was marked. Dave Szela will contact them about restitution.

Agenda item #5/Sign documents for 2015 audit and review correspondence from Auditor – Any needed action – Schenck presented a letter to be signed by the district representative to conduct the 2015 audit. Dave Szela signed. An asset detail list was also provided by Schenck and copies were provided to the board members and Dean Zanon for review. The audit materials will be provided to Schenck on March 7 2016. Darrel Pagel made a motion to contract with Schenck to conduct the 2015 audit. The motion was seconded by Chad Pagel and the motion carried with all in favor.

Agenda item #6/Review and approve expenditures - Each board member was supplied with a print of the checkbook register indicating the checks completed for payment of expenses. Darrel Pagel made a motion to approve the expenditures as presented. Dave Szela seconded the motion and the motion carried with all in favor.

A motion was made by Chad Fischer to adjourn the meeting at 7:45 p.m. and the motion was seconded by Darrel Pagel. The motion carried with all in favor. The next meeting is Monday, February 15, 2016 at 6:30 p.m.

Recorded by Terry Malcheski.