

Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, April 18, 2016 – 6:30 p.m.

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

Approve agenda for April 18, 2016 meeting – A motion was made by Darrel Pagel to approve the agenda for this meeting. The motion was seconded by Dave Szela and the motion carried with Pagel and Szela in favor.

Approve minutes from March 14, 2016 meeting – Dave Szela made a motion to approve the minutes from the March 14, 2016 meeting as presented, with a clarification that Dennis Steigenberger sent maps/information to engineering firms involved with Cross Road work and Grosse Road bridge work. The motion was seconded by Darrel Pagel. The motion carried with Pagel and Szela in favor.

Correspondence: None

Agenda Item #1/ Report on results of election held on April 5, 2016 and action by board appointing commissioner to fulfill position of President – Dave Szela reported he was elected to another six year term and he took the oath of office with the town clerk. The appointment of a commissioner to serve in the capacity of President is deferred to May 16, 2016 meeting due to the absence of Commissioner Fischer.

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

Ken Yost provided the following report:

- Discharging is in progress the volume at the ponds is 14 million gallons, which is about 4 million gallons over normal.
- PJ Kortens put a new computer in the lift-station at Rustic Acres Mobile Home Park.
- The manholes were fixed on Cross Road by Ken. A snowplow had hit it. More steel posts are needed for marking. Ken will inquire of county and ask them their suggestion for a color.
- Televising should be done again and the board authorized spending \$8,000.
- The lining of the Y in the pipe on River St. needs to be attended to. It was discussed about a year ago. Ken will talk to Great Lake about it again. The lateral present is not needed and it has plugged up about three Scottes in the last 30 years.
- Discussion should be had with Commissioner Fischer on monitoring run Scottes again in the district and at the mobile home park.

Agenda Item #3/ Update on work done in ROW in front of Old Crow Bar and associated issues. To include discussion and any needed action – Between the March and April meeting, Scott Konitzer, owner of Old Crow Bar, presented an invoice dated **December 23, 2015** from Senn Landscaping in the amount of \$269.03. The invoice was left on the secretary's desk at the town hall. It is for work performed on the private lateral of Old Crow Bar, but the issue ended up being in the sewer main in the right-of-way, as damaged was done by AJ Construction of WI LLC when they were performing work in the right-of-way for Nsight Teleservices. The district had made an agreement with the contractor and Nsight that they would cover two-thirds of costs associated with this damage. At the Scottes the invoices were submitted to the contractor for settlement, the district was unaware of the invoice from Senn Landscaping. Chad Fischer was going to speak with Scott Konitzer about the invoice, as Scott called Terry in late March/early April and inquired why the district had not yet paid his plumber. Darrel Pagel will speak with Scott Konitzer and indicate to him he should contact the contractor that did the damage and make arrangements with them to pay the Senn Landscaping invoice.

Agenda Item #4/ Report from Chad Fischer regarding road work on Cross Road and feedback from residents regarding sewer service – discussion and any needed action – Chad Fischer was unable to attend tonight's meeting, but he indicated to Dave Szela that he did speak with the property owners on Cross Rd and none of them are interested in having sewer service.

Agenda item #5/Phosphorus reduction – update and any needed action – Dennis Steigenberger indicated a scope for this work will be presented at the May meeting. Dave Szela reported there is a gentleman in the Eau Claire area that is knowledgeable about the credit system and Dennis or Dean Zanon will attempt to speak with him.

Agenda item #6/ Compliance, Management, Operations, and Maintenance (CMOM) plan - update and any needed action – Dennis Steigenberger reviewed a draft of the document. A job description for the plant operator is needed for inclusion. Dave reported he thought he gave one to Dean, Dennis will check with Dean. Dennis will compile plan for infiltration and inflow (how will it be controlled) and an emergency response plan (overflows) needs to be developed. The document needs to be submitted to the DNR by August 1, 2016. The document will be updated as discussed at tonight's meeting.

Agenda item #7/2015 Audit – update, discussion and action – The final letter regarding the 2015 audit was received from Schenck and Dave Szela signed. It will be mailed back to them and they will mail completed audit books.

Agenda item #8/Approval of Expenditures - Each board member was supplied with a print of the checkbook register indicating the checks completed for payment of expenses. Dave Szela made a motion to approve the expenditures as presented. Darrel Pagel seconded the motion and the motion carried with all in favor.

Set next meeting date: The next meeting will be held on Monday, May 16, 2016 at 6:30 p.m. A motion was made by Darrel Pagel to adjourn the meeting at 7:45 p.m. and the motion was seconded by Dave Szela. The motion carried with all in favor.

Recorded by Terry Malcheski.