

Little Suamico Sanitary District #1  
Minutes of Monthly Meeting  
Monday, May 15, 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 George Thompson of Cedar Corporation.

**Approve agenda for May 15, 2017 meeting** – A motion was made by Chad Fischer to approve the agenda for the meeting. The motion was seconded by Darrel Pagel and the motion carried with all in favor.

**Approve minutes from April 17, 2017** - A motion was made by Darrel Pagel to approve the minutes from the April meeting. The motion was seconded by Chad Fischer. The motion carried with all in favor.

**Agenda Item #1/ Continued discussion and action regarding sewer service to development on Lot 1 within the property known as Sobieski Land Development (located on East Frontage Road and County S)** – George Thompson reported he reviewed the ordinance. Section 15.10 addresses metered service. The flow rate for metered/industrial use is \$8.53 per 1,000 gallons. The expected discharge for the proposed use on lot 1 is 350 gallons per day. The ordinance indicates the district furnishes the meter. The approximate cost of the meter is \$325.00. The business (user) pays the costs to install the meter. The installation of the meter should be observed by Ken Yost. A monthly meter rent charge can be assessed. The monthly meter rent charge needs to be established by resolution. George will research the specifics for adopting the resolution and what type of format it needs to be in. The goal is to act on this at the June meeting. The meter rent charge will be approximately \$10.00 per month. The meter would be read once per quarter by the plant operator. Ashwaubenon indicated to George that they televised the section of line the business discharged to when they were located in that municipality and Ashwaubenon had no concerns. It was recommended to televise the lift-station that is near lot 1 prior to them discharging into it. Ken Yost will make the arrangements to have this done. In summary it is expected the charges for this business will be one residential unit equivalent for the office space in the business and the effluent from the manufacturing setting at \$8.53 per 1,000 gallons, as well as a monthly meter charge.

**Agenda Item #2 / Maintenance and Operations Report to include update on sump pump connections**

The following report was provided.

- Two laterals were inspected at River Run.
- A new refrigerator was placed at the plant.
- Lift-station #4 had some operational issues (tripping out). Electrical Service Supplies could not find the cause.
- The lines in the area of Lilac and Lilly Roads should be televised.
- PJ Kortens continues to work on the computer (inside the panel) for the treatment plant. The effluent data is not reporting correctly, so they are trying to rectify.
- There are 14 million gallons in the ponds, which is still above normal. Next month the discharge can be increase.
- The flowrate at the Krause Rd. lift-station still needs to be monitored when it rains. The ordinance permits entry into homes to assess connections of sump pumps.
- Ken is working on completing the CMAR for 2016. Action on this will take place at the June meeting.
- A new screen for the treatment plant will be ordered by a dealer in Fond du Lacey. They are in need of the credit/debit card number. The screen will come from a company in California.
- The property on Ball Park Road that had a break in their lateral has all been cleaned up and reseeded. The property owners involved are disputing with each other as to who is responsible for the costs of the repairs (property owner who is served by the lateral versus the property the lateral crosses through via easement). The serviced property was advised by commissioner Szela that it is a civil matter between

OVER

them. Per Dave Szela, the serviced property owner verbally agreed to reimburse the district \$50.00 per month until he has paid the repair costs (Jackie Foster) back to the district.

**Agenda Item #3/ Review Mobile Home Park report of units for first quarter 2017 and further discussion regarding inspection requirement and any needed action.**

- The units in the Rustic Acres mobile home park were reviewed and there were 68 in May. A count was done today and that count is also 68 units, with no campers.
- Commissioners noted there are areas of the ordinance that should be reviewed and updated, to include connection/disconnection/inspection of mobile home units and connection fee for metered users.

**Agenda item #4/ Update on Phosphorus Removal/Facility Plan and any needed action** – A draft of the trading plan was reviewed. The trading plan will be submitted to the DNR and they will then incorporate into the discharge permit that the Little Suamico Sanitary District will do water quality trading. Appendix A summarizes the options the sanitary district is investigating, which include stream bank stabilization, field buffer strips, feed lot improvements, crop management and cover crops. There is an estimate of land that has been identified for credits and more will be identified over four years, as well as properties that can have feed lot improvements, buffers, etc.

It was noted the budget from Cedar for this phase of the project was \$14,000. George indicated the budget was underestimated and an additional \$5,835 is needed for the work that still needs to be done to complete the current phase of this process. Over 20 years it is estimated that \$250,000 will be saved by not having to do chemical feed. The board discussed the need for an additional \$5,835 to complete the current phase of this project (submit water quality trading plan to DNR) and a motion was made by Dave Szela to approve the additional expense. The motion was seconded by Chad Fischer and the motion carried with Fischer, Pagel and Szela all in favor.

**Agenda item #5/ Review 2017 financial statements/audit report and any needed action** – A copy of the 2016 audit report was provided to each board member. Members should review outside of the meeting and present any questions they have at the June meeting.

**Agenda Item #6 Approval of Expenditures** – Each board member was supplied with a check register of all of the checks issued since the last meeting. Bank statements and their associated reconciliation reports are always available for review. The list of expenditures for the month was 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, June 19, 2017 at 6:30 p.m.

A motion was made by Dave Szela to adjourn the meeting at 8:20 p.m. and seconded by Chad Fischer. The motion carried with all in favor.

Recorded by Terry Malcheski.