

Little Suamico Sanitary District #1  
Minutes of Monthly Meeting  
Monday, May 16, 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 Dennis Steigenberger and Dean Zanon from Cedar Corporation.

**Approve agenda for May 16, 2016 meeting** – A motion was made by Chad Fischer to approve the agenda for this meeting. The motion was seconded by Darrel Pagel and the motion carried with all in favor.

**Approve minutes from April 18, 2016 meeting** – Dave Szela made a motion to approve the minutes from the April 18, 2016 meeting, but it was noted wherever it states “Tim Konitzer” it should be changed to Scott Konitzer. Also it should be clarified that Dave Szela indicated he thought he gave a copy of the plant operator job description to Dean Zanon, not Dennis Steigenberger. The motion was seconded by Darrel Pagel. The motion carried with Pagel and Szela in favor. Fischer abstained as he was not present at the April meeting.

**Correspondence:** Wisconsin Public Service sent information about keeping them informed of any planned projects. An email was received from the town clerk with regard to an inquiry the town received from a resident regarding people parking along Fox Rd. and in the drive area to the treatment plant. The board members are not aware of the identities of the owners of the vehicles.

**Report on results of election held on April 5, 2016 and action by board appointing commissioner to fulfill position of President. – Appointment of President deferred from April meeting – Action to be taken at May meeting** – At the April 18, 2016 meeting, the appointment of a commissioner to serve in the capacity of President was deferred to May 16, 2016 meeting due to the absence of Commissioner Fischer. Darrel Pagel and Chad Fischer indicated they were in favor of Dave Szela serving again as president. Dave Szela had no objections to serving in this role. Darrel made a motion to appoint Dave Szela as president and the motion was seconded by Chad Fischer. The motion carried.

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

Ken Yost provided the following report:

- Great Lakes televised Shamrock Way and the Lilac/Lilly Road area.
- The lining of the Y in the pipe on River St. has been completed.
- Lift-station #2 has been having some operational issues.
- Discharging at the ponds continues and there is approximately 10 million gallons in the ponds. The volume discharged is behind by approximately 1.5 months.
- The Pensaukee generators wouldn't start for Ken and their maintenance person was going to ensure one would start.
- There is a bolt missing from the lift-station #3 cover. Ken will replace it on 5/17/16.

Dave Szela reported he cut the grass at the treatment plant and around the lift-stations. The oil was changed in the mower and a new battery was purchased. New belts will be purchased. It is hoped to spray the weeds by the next meeting. This wasn't able to be done yet, due to wind conditions.

As noted at the last meeting, Commissioner Fischer will monitor run times again in the district (except County S area) and at the mobile home park.

**Agenda Item #3/Phosphorus reduction – Work of scope, update, discussion and action.** – Dean Zanon reported he had a conversation with “Scott” from Clean WI, a nonprofit organization. He was very knowledgeable and helpful with information. He is a proponent of adaptive management and operates a produce farm. If the district proceeds with trading only 675# of phosphorus will need to be removed. With the addition of chemicals to trading then 170# of phosphorus will need to be removed. The community of Sparta has experience with trading, as does Baker's Cheese in Fond du Lac. On March 30<sup>th</sup> a multiple discharge variance was submitted to EPA and they will likely approve. It was noted that Little Suamico Sanitary District #1 is NOT a big contributor of phosphorus and the primary source of nonpoint is farms. Cedar Corporation presented an agreement, WWTF Phosphorus Final Facilities Plan Report, in the amount of \$9,500. This brings the total cost to date to \$28,500, which is under the initial projection of \$30,000. Plans and specifications will need to be submitted to the DNR by June 2017, if not participating in trading or adaptive management. Dave Szela made a motion to accept the \$9,000 agreement and the motion was seconded by Chad Fischer. The motion carried with all in favor and Dave Szela signed all copies as president. A copy was provided to the district.

**Agenda Item #4/ Compliance, Management, Operations, and Maintenance (CMOM) plan – continued from prior meeting - update and needed action.** – Dennis Steigenberger reported he did locate a copy of the plant operator’s job description. Dennis noted for the CMOM more specifics are needed with regard to treatment plant and also have to address influent and infiltration. The CMOM needs to be adopted by 8/1/16. A final draft will be presented at the June meeting, with adoption at the July meeting to meet the 8/1/16 deadline.

**Agenda item #5/2015 Audit - Review financial reports from Schenck, discussion and action** - The financial reports from the 2015 audit were provided to the board and there weren’t any questions or concern.

**Agenda item #6/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. Chad Fischer seconded the motion and the motion carried with all in favor. Darrel Pagel noted the contractor involved with the sewer break on County S in front of Old Crow Bar will send their settlement for Konitzer’s costs directly to Mr. Konitzer. Little Suamico Sanitary District submitted half of the costs to Mr. Konitzer.

Set next meeting date: The next meeting will be held on Monday, June 20, 2016 at 6:30 p.m. Darrel Pagel reported he will be unable to attend this meeting.

A motion was made by Dave Szela to adjourn the meeting at 7:25 p.m. and the motion was seconded by Darrel Pagel. The motion carried with all in favor.

Recorded by Terry Malcheski.