

Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, August 21, 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, Terry Malcheski, Ken Yost, and Dennis Steigenberger and George Thompson of Cedar Corporation. Additionally Allen Road property owners Tara, Jim, Sara, and Jerry Arndt were also present.

Approve agenda for August 21, 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 July 17, 2017 - A motion was made by Darrel Pagel to approve the minutes from the July meeting. The motion was seconded by Chad Fischer. The motion carried with all in favor.

Agenda Item #1/Property owners of lots on Allen Road (south side and east of highway) will be present to discuss with the board the process for tapping the sewer main for installation of stub laterals, as outlined in the Sewer Use Ordinance. Prior to approving a rezone for these lots, the Town of Little Suamico has requested a letter from the sanitary district confirming the lots will be serviced by sanitary sewer. Discussion and any needed action by board – Tara & Jim Arndt and Sara & Jerry Arndt, owners' of parcels 024-202600212A2 & 024-202600212A1 (lots on the south side of Allen Road and east of highway 41/141) are seeking to have their properties rezoned from agriculture to residential. Prior to the town of Little Suamico approving the rezone, the town of Little Suamico has requested written confirmation from the Little Suamico Sanitary District #1 that the parcels will be serviced by sanitary sewer. Dennis Steigenberger confirmed stub laterals are not present in the right-of-way and the WI DNR requires separate laterals for each single family home. The process to have stub laterals placed in the right-of-way was reviewed; the property owner requests the sanitary district to have a tap. The engineer determines the design and prepares a bid package for contractors to bid on the project. If the expected cost will be under \$25,000, the district can invite contractors to bid. The district controls the process and the property owner bears all of the costs of the project. The contractor provides a warranty for a period of time into the future and is responsible for meeting all of the district's standards (pipe, rock, tracer wires, road restoration, etc.). The sewer main in the area of the lots is approximately 13' deep. Dennis indicated a cost of \$900.00 to prepare a bid package. The Arndts inquired if contractor Dave Tenor would meet the district's standards and Dennis indicated they would. Dennis noted the district is responsible for maintaining the stub lateral in the future, but the property owner is responsible for the lateral from the main to the home. At this time the Arndts indicated they are not interested in seeking the bid package, but ask that the sanitary district provide confirmation to the town of Little Suamico that the parcels will be serviced by sanitary sewer. The sanitary district, with the assistance of Cedar Corporation, will prepare a letter to the town of Little Suamico indicating parcels 024-202600212A2 & 024-202600212A1 will be required to connect to the sanitary sewer. The letter will be furnished to the Arndts by September 9, 2017, to accommodate due dates they have with the town of Little Suamico regarding their rezone.

Agenda Item #2 /Maintenance and Operations Report and any needed action – Ken Yost provided the following:

- A meter has been installed at the new business (pool tiles) in Executive Circle. The building will be invoiced one residential unit equivalent for the office space and the plant will be invoiced via meter reading. Ken will read the meter every quarter and supply the meter reading to the secretary for invoicing.
- On August 18, 2017 there was a scheduled power outage to lift-station #7. Oconto Electric needed to interrupt service for a project they were working on.
- Lift-station #4 had some operational issues, but an alarm was not sent. One home in the area did experience some back-up into their basement. Both Sabel and Electrical Service Supplies have attempted to troubleshoot why the alarm failed.

- Sabel repaired one of the pumps in lift-station #5(seals and bearings) and also inspected the other pumps for oil levels, etc. Dave Szela reminded Ken that the district needs to maintain a yearly maintenance schedule for all of the pumps.
- Cottonwood trees close to the antennae on lift-station #6 should be trimmed/cut.
- Cross Road was televised on Friday, including viewing four laterals. No obvious influent was observed. Ken indicated one home does have a flow of about a gallon per minute. Pump hours were up again on Krause Road. Ken will continue to investigate for leaks/influent.
- It was noted by Ken that solids were never an issue until last fall. In the past BOD was more likely to be up. The question was raised as to whether there is an issue with the screen at the plant (hole in it?).
- Chad Fischer noted today (8-21-17) he counted the units in the mobile home park and there are 75 (which includes 7 campers).

Agenda Item #3 /Discussion and action on contract to be presented by Cedar Corporation for compiling and analyzing flow data, as discussed at July 17, 2017 meeting

– George Thompson reported Ken Yost has supplied him with approximately 18 months of data. The flows of each lift-station and their percentage of total flow will be analyzed. Ken will assess which homes in Riverview flow to the lift-station and which flow to the Allen Road gravity sewer. The contract presented by Cedar Corporation is for time and materials. The estimated total cost is expected to be \$5,000 to \$10,000. It would be prudent to place a rain gauge at the treatment plant and track rainfall in our area and this information can then be included in the analysis, rather than rainfall data from Austin Straubel Airport (Green Bay). Dave Szela signed the contract with Cedar Corporation.

Agenda item #4/Update on submission of Phosphorus Removal/Facility Plan to the DNR and any needed action

– George Thompson indicated the final report has been submitted to the WI DNR. A response from the DNR is expected in about a month.

Agenda item #5/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. Darrel Pagel made a motion to approve the expenditures as indicated and the motion was seconded by Chad Fischer. The motion carried with all in favor.

A motion was made by Darrel Pagel and seconded by Chad Fischer to adjourn the meeting at 8:10 p.m. The motion carried with all in favor. The next meeting date is Monday, September 18, 2017 at 6:30 p.m.

Recorded by Terry Malcheski.