

Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, September 18, 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 George Thompson of Cedar Corporation.

Approve agenda for September 18, 2017 meeting – A motion was made by Darrel Pagel to approve the agenda for the meeting. The motion was seconded by Chad Fischer and the motion carried with all in favor.

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

Correspondence: The agent from Vincent, Urban, Walker and Associated Inc. sent an e-mail indicating it was time to update the statement of values for the insurance policy. George Thompson will assist with this. Terry will forward the e-mail to George. Dave Szela noted an e-mail was received from WI DNR that they are in receipt of the 2016 CMAR and at this time there is no further action needed.

Agenda Item #1 /Maintenance and Operations Report and any needed action – Ken Yost provided the following:

- Televising of Cross Road was done again. The video was given to George Thompson for him to review. He had reviewed the televising that was done in this area in April. It was noted there is a flow coming from the east at the River St. and County S manhole. The flow was observed at approximately 1 p.m. in the afternoon and was pretty significant. It was noted in the past there was a leak there. The board indicated this should be televised, along with the laterals associated with this area. County S from Cross Road to the railroad tracks should be televised and also examine the laterals. The pumps at the Krause Road lift-station are still pumping extra cycles, at least three extra cycles per day (appx extra 1,000 gallons).
- A lateral inspection was done in River Run Estates on 9-11-17.
- It was noted at the last meeting the alarm in lift-station #4 did not activate when the lift-station was having pump issues. George suggested testing with a float to make sure the alarm sounds.
- Ken noted he will be on vacation from Thursday, 9/21 through Wednesday, 9/27. Darrel and Chad will monitor the alarms. If any questions Ken can be reached on his cell phone.
- The discharge rate was increased, but then the solids started going up. The ponds are at approximately 9 million gallons. The lagoons will be checked for build-up.

Agenda Item #2 /Continued discussion and action with regard to analysis of flow data by Cedar Corp.

– George Thompson provided a preliminary report of the analysis that has been done so far. This report was reviewed in detail. The data from lift-station #3 really stands out compared to the other lift-stations. Page 4 of the report contains data from Melissa Blvd area. It was noted the sewer manholes are in the ditches in this area and the ditches are frequently filled with water. These manholes should be examined for leaks. This area has the oldest sewers and also the deepest. The graphs of flow data were reviewed. The last two years the flows have spiked significantly. It was noted in December 2016 the inflow to lift-station #3 went up a lot and has continued to the present. This lift-station has the highest flow per RUE. The amount of flow correlates with the increase of influent to the ponds. It appears there is an event that occurred in December 2016 and this is still impacting the flow into this lift-station. The recommendations provided in the report were reviewed. To reduce the gallons in the ponds there is a need to discharge 130,000 gallons per day in September, October, and November, but currently half this rate is being discharged. Nicole Krueger of WI DNR will be paying a site visit tomorrow and Ken will inform her at this time the district is discharging at a break even rate.

Agenda item #3/Update on submission of Phosphorus Removal/Facility Plan to the DNR and any needed action

– George Thompson indicated Keith Marquardt is reviewing the report sent to the DNR. He contacted George on Friday with a message that he has some questions. George will follow-up with him, as Keith was out of the office when George returned his call.

Agenda item #4/Approval of Expenditures – A check register of all of the checks issued since the last meeting was not printed, so the invoices and their payments were reviewed individually by Terry. Terry will have a print out of these checks for the next meeting. The Bank statements and their associated reconciliation reports are always available for review by the board members. Dave Szela made a motion to approve the expenditures as reviewed and the motion was seconded by Chad Fischer. The motion carried with all in favor.

Set next meeting date: The next meeting date is Monday, October 16, 2017. This meeting will include the budget hearing. A draft of the budget for 2018 will be sent to all board members for their review prior to the meeting.

A motion was made by Dave Szela and seconded by Chad Fischer to adjourn the meeting at 7:30 p.m. The motion carried with all in favor.

Recorded by Terry Malcheski.