

Little Suamico Sanitary District #1
Monthly Meeting Minutes
Monday, September 15, 2014 – 6:30 p.m.

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

Approve agenda for September 15, 2014 meeting – A motion was made by Dave Szela to approve the agenda as presented for the September 15, 2014 meeting. There was no cause to change the sequence of the agenda or delete items from the agenda. The motion was seconded by Chad Fischer and the motion carried with Fischer and Szela in favor.

Approve minutes from August 18, 2014 meeting – Dave Szela made a motion to approve the minutes from the August 18, 2014 meeting as presented. The motion was seconded by Chad Fischer. The motion carried with Fischer and Szela in favor.

Reading of Correspondence – There wasn't any correspondence to be read.

Agenda Item #1/ Continued discussion with Phil Korth of Foth and Dennis Steigenberger of Cedar Corporation with regard to submission to DNR of the Facilities Planning Status Report Wastewater Treatment Plant Modifications Report and any needed action by board. – Phil Korth was unable to attend tonight's meeting, but Dennis indicated he would be available via telephone from 7 – 8 p.m. if needed. Phil provided Dennis with information regarding the process for determining median household income (MHI). The WI DNR was contacted and they indicated it is an option to request a MHI survey of only the sanitary district. The survey process uses the same methodology as the Clean Water Fund (Environmental Improvement Fund) Loans. For example, the state MHI is \$52,627.00 and to qualify for hardship, the district's MHI would need to be 80% or less of the state MHI or \$42,364.00. The MHI of the entire township is about \$80,000.00. Given this, the DNR suggested the district submit request to calculate only the MHI of the district. Dennis explained the process for being placed on the list for hardship money (notice of intent to apply, project estimate of costs, data regarding present debt, a map of district boundaries submitted, etc.). Projects on the list are rated and prioritized. Start the process in December and then every two years until the project happens. This topic will be placed on the October 20th agenda for continued discussion.

A final of the *Facilities Planning Status Report for Wastewater Treatment Plant Modifications* was presented for approval for submission to the DNR. The draft report was presented to the members last month. Some of the options for treatment were removed from the final report, due to cost prohibitive. Dave Szela made a motion to approve the report as presented for submission to DNR. The motion was seconded by Chad Fischer. The motion carried with all in favor.

Agenda Item #2/ DNR Inspection Report – Update from Ken Yost and Chad Fischer with regard to pump readings of lift-stations against mag meter. Any other related discussion and action by board. – Chad Fischer and Ken Yost provided measurement details and pumping times with regard to the pump reading calculations they performed and compared. Dennis noted the industry standard is that meters will vary by 10%. Chad Fischer will type up the calculations he reviewed at the meeting and provide to Dave Szela. Dave Szela will forward to Bruce Oman with WI DNR.

Agenda Item #3/Maintenance and Operations Report - The following was noted by Ken Yost:

- PJ Kortens can provide a replacement computer in the form of a desktop model for about \$3,500.00. It would have an automatic backup. Energenecs provided a quote of about \$8,400.00 to put computer on the door, as it was. It would be an industrial version with a touch screen. Dennis Steigenberger will consult with an engineer at Cedar Corporation as to which route is the best to take with regard to purchasing a new computer (desktop – home version or door mounted – industrial version).

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- A pump in the Krause Rd. lift-station failed and for 15 days the lift-station was operating with only one pump. Vacuum Pump & Compressor did the work on the failed pump. The invoice is \$3,373.64. The board indicated a backup pump needs to be acquired or the parts needed for a repair need to be on-hand. An estimate will be obtained to get parts and to rebuild a pump the district currently has.

Approval of Expenditures – Approval of expenditures was inadvertently omitted from the agenda. The expenses were presented to each board member via a printed checkbook register from the operations and maintenance checking account.

Agenda item #5/ Set next meeting date – There being no conflicts for any members, the next meeting date will occur as normally scheduled, Monday, October 20, 2014 at 6:30 p.m. A budget hearing will also be held.

Agenda item #6/Motion to adjourn - A motion was made by Dave Szela to adjourn the meeting at 7:25 p.m. The motion was seconded by Chad Fischer. The motion carried with all in favor.

Recorded by Terry Malcheski.