

Little Suamico Sanitary District #1
2017 Budget Hearing Minutes and Minutes of Monthly Meeting
Monday, October 16, 2017 – 6:30 p.m.

On October 2, 2017 notice of the public budget hearing was posted at the Little Suamico Town Hall, the Little Suamico Post Office, and Building Blocks Daycare Center on County S, Sobieski, WI. Notice was also placed on the Oconto County Reporter on 10/11/2017. The budget hearing was opened for public comments at 6:30 p.m. There wasn't any attendance by the public. The public hearing for comments was closed at 6:35 p.m. and the monthly meeting was called to order. Present were: Chad Fischer, Darrel Pagel, Dave Szela, Ken Yost, Terry Malcheski, and George Thompson of Cedar Corporation

Approve agenda for October 16, 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 Fischer, Pagel, and Szela in favor.

Approve minutes from September 18, 2017 meeting – Darrel Pagel made a motion to approve the minutes from the September 18, 2017 meeting as presented. The motion was seconded by Chad Fischer. The motion carried with Fischer, Pagel, and Szela in favor.

Agenda Item #1/Discussion, action, and approval of 2018 budget, which may include approval of a tax levy for the December 2017 property tax bills to and approval of a sewer service rate increase effective January 1, 2018. The commissioners may also take action on other fees associated with the budget process (connection fees, permit fees, etc.) –Prior to tonight's meeting, copies of the proposed budget for 2018 were provided to the commissioners for their review. It was noted the Phosphorus Rule project will again have an impact on sewer use rates. The anticipated costs of the project were discussed, as were the anticipated costs for maintenance and televising. Last year it was noted it would be necessary to increase the user fees to meet the costs of the phosphorus project. It was determined to raise the fees incrementally over the next few years. The sewer use rate for 2017 was raised \$3.00 per month/per RUE. The commissioners proposed to raise the sewer use fee for 2018 by \$3.00 per month/per RUE. The current 2017 rate is \$50.00 per month/per RUE and the rate for 2018 will increase to \$53.00 per month/per RUE. The letter that was sent to the customers in 2016 explaining the phosphorus project will be sent again, along with the notice of the rate increase. The commissioners also determined to maintain the \$15,000 levy as in past years. A motion was made by Chad Fischer to increase the user rate from \$50.00 per month/per RUE to \$53.00 per month/per RUE effective 1-1-2018, to establish the budgeted engineering/phosphorus costs for 2018 at \$51,000.00, and to set the levy at \$15,000.00. The motion was seconded by Darrel Pagel. The motion carried with Fischer, Pagel, and Szela all in favor. Resolution 10162017 is assigned.

Agenda item #2/Maintenance and Operations – Ken Yost noted the following:

- A representative of the WI DNR conducted a plant inspection on 9/19/17. There weren't any concerns noted. Ken did mention to the representative that there have been times the solids exceeded the permit.
- County S from Cross Rd. to the railroad tracks was televised. Everything appeared in order. There is some flow in the manhole south of lift-station #1, but not much. No significant flows were found on Krause Road.
- Ken inspected two lateral connections in River Run Estates.
- On 9/13/17 the area near Melissa Blvd was inspected. Nothing out of the ordinary for this area was noted.

Agenda item #3/Continued discussion and action with regard to analysis of flow data by Cedar Corp –George Thompson didn't have any new information to share, but suggested to keep the topic on future agendas through spring 2018.

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Agenda item #4/ Continued discussion and action Phosphorus Removal/Facility Plan. Any needed action by board

– George Thompson reported he met with Oconto Count representatives and the county is very receptive to the path the sanitary district is hoping to take to reduce phosphorus (water quality trading). They indicated it aligns with their watershed management plans. Going forward the focus will be on riverbank stabilization from the outfall to upstream. About ten property owners have been identified. The property owners will need to be contacted and agreements entered into. Easements will also need to be obtained, prior to construction. The scope for the immediate future is to get trade agreements in place. Financing options will also be identified (grant programs, loans, etc.). The ITA & Perf with Clean Water Fund will still be done in the event need to borrow from them. This Friday there is a meeting with the DNR to review the trading plan and address their questions and how the plan aligns with the WPDES permit. George Thompson presented a scope of work contract in the amount of \$12,500.00. A motion was made by Darrel Pagel to accept and the motion was seconded by Chad Fischer. The motion carried with all in favor. Dave Szela signed as president of the sanitary district board.

Agenda item #5/ Statement of Values for submission to commercial insurance agent – any needed discussion and action

– George Thompson reported Cedar Corporation did an inventory of all of the equipment and buildings. The insurance company wanted an updated statement of values. The replacement values have been adjusted based on Cedar Corporation's detailed review. Dave Szela signed the statement of values. Terry Malcheski will forward to the agent.

Agenda item #6/ Approval of Expenditures – A checkbook register of all of the expenditure from the last month was provided to each board member. The expenses were reviewed. Invoices and bank statements were also made available for review, if needed. Chad Fischer made a motion to approve the expenditures as outlined in the checkbook register. The motion was seconded by Darrel Pagel. The motion carried with all in favor.

The next meeting date is Monday, November 27, 2017. This will be the fourth Monday of the month, rather than the third Monday of the month. The change is being made due to deer hunting season.

A motion was made by Darrel Pagel to adjourn the meeting at 7:45 p.m. and the motion was seconded by Chad Fischer. The motion carried with all in favor.

Recorded by Terry Malcheski.