

Little Suamico Sanitary District #1  
Minutes of Monthly Meeting  
Monday, November 27, 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, Ken Yost, Terry Malcheski, and George Thompson of Cedar Corporation

**Approve agenda for November 27, 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 Fischer, Pagel, and Szela in favor.

**Approve minutes from October 16, 2017 meeting** – Chad Fischer made a motion to approve the minutes from the October 16, 2017 meeting as presented. The motion was seconded by Dave Szela. The motion carried with Fischer, Pagel, and Szela in favor.

Correspondence was received from an accounting firm and a dive company. Both were forms of solicitation for business. Schenck (certified public accountants) also sent via e-mail the engagement letter for the 2017 audit. Action on the engagement letter will be taken at the December meeting.

**Agenda item #1/Maintenance and Operations** – Ken Yost noted the following:

- The pond volumes are down to 4 million gallons. As of December 1 the effluent will slow to 40 thousand per day.
- There were some excessive pump run times on lift-station #4. It may have been an issue with “rags” and apparently resolved, as there weren’t any operational issues with pumps getting clogged. Lift-station #6 had a loose connection.
- A lateral on Ball Park Road was backing up into the shower of the home at that location. It was not an issue with the main. The manholes were checked and the levels were low. The lateral was cracked and there was evidence of roots. Dave Szela instructed the property owner that the private lateral was the source of the backup into the home and the repair is the responsibility of the property owner. The district, per the ordinance, is not responsible for private laterals. The board instructed Ken to contact Foster and make them aware if they do a repair at this property it is not to be invoiced to the sanitary district.
- A catch basin will be placed on Cross Road to assist in directing storm water. Foster is doing the work for the town.
- Ken inspected three lateral connections in River Run Estates.

**Agenda item #2/ Continued discussion and action with regard to analysis of flow data by Cedar Corp** –George Thompson indicated no update at this time, but asked that this topic be kept on upcoming agendas as a standing item.

**Agenda item #3/Update on submission of Phosphorus Removal/Facility Plan to WI DNR and any needed action.**–

George Thompson reported he met with the WI DNR and they made some unexpected comments regarding the plan submission, as George indicated the plan the district submitted was modeled after plans already approved by the DNR. A notice of non-compliance was issued to the sanitary district for not adhering to the schedule. The DNR indicated to George that even though the district opted to pursue trading credits versus chemical treatment, the schedule (for chemical treatment) still applied. They indicated Cedar Corp was aware of the schedule and ignored it. George stated that this is not the case. In spring 2017 he met with them and made them aware the district would pursue trading rather than chemical treatment. At that time they indicated “lot of ground to cover” and submit notice of intent to trade and start the plan. George noted items cited in the notice of non-compliance aren’t consistent with the permit. With regard to the plan that was submitted, the DNR indicated the signed trade agreements need to be submitted with the plan. The plan contained an example of a trade agreement. George indicated the signing of trade agreements will be pursued with the identified property owners and George is

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scheduled to meet with some to review them. The sanitary district will need to absorb the costs associated with stream bank improvement, securing easements, and monetary compensation for easement. George will need to have a board member sign the agreements (Trade Agreement for Point to Non-point Source Trade – LSSD#1) in the presence of a notary. A motion was made by Dave Szela to permit any board member to sign on behalf of the district. The motion was seconded by Darrel Pagel and the motion carried with Pagel, Szela, and Fischer all in favor. George will contact either Darrel or Chad to let them know time to meet at the bank and have agreement signed in presence of notary. Moving forward, in 2018/2019 the district will need to assess the costs associated with water quality trading and supplement with chemical treatment if need be.

**Agenda item #4/ Approval of Expenditures** – A checkbook register of all of the expenditures over 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. Dave Szela made a motion to approve the expenditures as outlined in the checkbook register. The motion was seconded by Chad Fischer. The motion carried with all in favor.

**Other business:** Dave Szela has supplied a letter of resignation to the town board. Dave's last day serving as a sanitary district commissioner is December 31, 2017. State statute permits the town to appoint a resident of the sanitary district to complete Dave's term. Commissioner Pagel's term expires April 2018 and reelection papers were supplied to him via Terry Malcheski at the request of the town clerk.

A motion was made by Chad Fischer to adjourn the meeting at 7:22 p.m. and the motion was seconded by Darrel Pagel. The motion carried with all in favor. The next meeting date is Monday, December 18, 2017 at 6:30 p.m.

Recorded by Terry Malcheski.