

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

Approve agenda for December 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 Fischer, Pagel, and Szela in favor.

Approve minutes from November 27, 2017 meeting – Darrel Pagel made a motion to approve the minutes from the November 27, 2017 meeting as presented. The motion was seconded by Chad Fischer. The motion carried with Fischer, Pagel, and Szela in favor.

Correspondence: Terry Malcheski reported e-mails were received from two individuals inquiring about the commissioner position available, due to the resignation of Dave Szela effective January 1, 2018. Darrel Pagel will contact the individuals and provide them with information about the position. An e-mail was also received from WI DNR (12/14/17) regarding the Water Quality Trading Plan and the expired WPDES permit. A response to them is due by 1-2-18.

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

- The residence at 4954 Ball Park Road had an issue with their lateral and sewage coming back into the home. Per the sewer use ordinance maintenance of the lateral is the responsibility of the property owner and this was explained to them. Foster repaired and is sending an invoice to the property owner.
- A few locates were done.
- Discharging at the treatment plant will be completed two weeks from now. The volumes at the plant should be alright until April.
- There are still some flows coming from Cross Road. It's possible not all of the homes on Cross Rd have their sump pumps discharging to the storm sewer. The flows from Cross Rd have been up since the road project. Prior to the road project, the sump pumps were able to discharge to the ditch, but the ditch no longer exists after the road improvement. The ordinance provides the district with the authority to inspect homes for sump pumps discharging to the sanitary sewer. One home in particular has a flow of about 20 gallons per minute. Cedar Corporation will draft a letter to send to two Cross Road properties with abnormal flows coming from their laterals. Per the district's ordinance, discharging of clear water to the sanitary sewer is not permitted. It was suggested to inquire of the town with regard to the specifications of the storm sewer.

Agenda item #2/ Continued discussion and action with regard to analysis of flow data by Cedar Corp – Other than the update provided above regarding the Cross Road flows, George Thompson indicated there is no further update with regard to flow data. This will remain a standing agenda item.

Agenda item #3/Update on submission of Phosphorus Removal/Facility Plan to WI DNR and any needed action. – George Thompson reviewed the e-mail the district received from the WI DNR on 12-14-17. Much discussion was had about the content and comments made in the e-mail. Some of the items the DNR is asking to have completed in the water quality trading plan are things that would not typically be addressed during the planning stage. It is proposed that a meeting be arranged with the DNR (Keith Marquardt, water quality leads, permit writers, area supervisor Kelly O'Connor, etc.) to review the comments they gave in the December e-mail and work through their points made in the e-mail. The district would also like to address with them the delay by the DNR in renewing the district's last discharge permit (three year delay) and the perception the district board has that the DNR is not supportive of the district's attempt to do water quality trading, when water quality trading is clearly permitted by the regulations. Chad Fischer and Darrel Pagel provided George with dates they would be available for a meeting.

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Ideally the district board would like to meet at the town hall. The meeting will need to be posted if both Darrel and Chad attend, as a quorum of the sanitary district commission would be in attendance. George proposed Cedar Corporation invoicing for this extra work on a time and materials basis. Chad Fischer made a motion to approve time and materials for the work to arrange the meeting with the DNR, prepare for the meeting, and to attend the meeting. The motion was seconded by Darrel Pagel and the motion carried with Fischer, Pagel, and Szela in favor.

Agenda item #4/ Discussion and action on commissioner vacancy – Two individuals expressed interest in serving on the sanitary district commission, Curtis Scott and Dale Baker. Darrel Pagel will contact them. ***At the time of the typing of the minutes, another resident of the district, Dan Herzberg, sent an e-mail dated December 19, 2017 expressing interest in serving. Terry forwarded this e-mail to both Darrel Pagel and Chad Fischer.***

Agenda item #5/ Approve Schenck Engagement Letter for 2017 audit - Chad Fischer made a motion to approve having Schenck perform the 2017 audit of financial statements. The motion was seconded by Darrel Pagel and the motion carried with all in favor. Dave Szela signed the engagement letter. Terry will scan the letter and return via e-mail to Ginny Hinz at Schenck.

Agenda item #6/ 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. 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.

Other business: As reported at the November meeting, Dave Szela supplied a letter of resignation to the town board. The December 18, 2017 meeting is Dave's last. Dave will work offline with Chad Fischer to gain Chad access to the DNR switchboard (web service for reporting). The credit card of the sanitary district, issued in Dave's name, was destroyed and Dave turned in papers related to the business of the sanitary district. He also returned town hall keys to the town clerk, Nikki Tolzman. Bank signature cards will be updated when a replacement commissioner is secured.

A motion was made by Dave Szela to adjourn the meeting at 7:59 p.m. and the motion was seconded by Chad Fischer. The motion carried with all in favor. The next meeting date is Monday, January 15, 2018 at 6:30 p.m.

Recorded by Terry Malcheski.