

## Little Suamico Sanitary District #1

Minutes of Monthly Meeting  
Monday, June 18, 2018 – 6:30 p.m.

The monthly meeting was called to order at 6:30 p.m. Present were: Chad Fischer, Dan Herzberg, Darrel Pagel, Ken Yost, Terry Malcheski, Troy Schaden, and George Thompson of Cedar Corporation. Also present were Chassey & Clay Kallman to obtain information regarding sewer service on Allen Road.

**Approve agenda for June 18, 2018 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, Herzberg, and Pagel in favor.

**Approve minutes from May 21, 2018 meeting** – Darrel Pagel made a motion to approve the minutes from the May 21, 2018 meeting as presented. The motion was seconded by Chad Fischer. The motion carried with Fischer, Herzberg, and Pagel in favor.

Reading of Correspondence: No correspondence.

**Agenda item #1/Discussion and action regarding sewer connection for property near 5491 Allen Rd. (Kurt Pagel) – Chassey Kallman inquiry. Proposing residential construction appx 800' from roadway** – Chassey and Clay Kallman may construct a home on a lot between 5491 & 5505 Allen Road. They presented to today's meeting to obtain information regarding connecting to the sanitary sewer. They intend to build approximately 800' off of Allen Road. Due to the distance of planned construction and the depth of the sanitary sewer on Allen Rd., the board recommends granting a variance to them and not require connection to public sewer. A motion was made by Chad Fischer to grant a variance and permit a private system on the part of the parcel that is east of the creek (part of parcel 2600512D). The motion was seconded by Darrel Pagel and the motion carried with Fischer, Pagel, and Herzberg in favor.

**Agenda item #2/Continued discussion and action regarding lateral requirements for converting an existing duplex on Riverview Dr. to a condominium. Update from George Thompson – conversation with Mach IV Engineering and Surveying** – George Thompson reported he spoke with Randy at Mach IV Engineering (engineers for Tom Van Asten property owner) and he conveyed to Randy that the sanitary district, per sanitary district ordinance, would require two laterals to service the building at 914-916 Riverview Dr. if it converts to a condominium. The design, bid, and installation would be controlled by the sanitary district with the property owner bearing all costs. George will follow-up with Randy at Mach IV regarding the process. The board asked George to please place communication to Mach IV in writing and carbon copy the board and secretary.

**Agenda item #3/ Discussion and action regarding connection home on Ball Park Road – inquiry made by Nancy Schaden. George Thompson to update** – George reported the cost estimate to place sanitary sewer service at the home on Ball Park Road and owned by Nancy Schaden would be approximately \$43,000. Darrel Pagel indicated Nancy has already received a permit from Oconto County to upgrade the mound system. Normally they county inquires of the sanitary district if properties in the sanitary district are going to be connected to the public sewer. An inquiry was not received from Oconto County. Dan Herzberg instructed the secretary to inquire of Oconto County via email as to why an inquiry had not been received. Darrel Pagle made a motion to waive the requirement for the Schaden property on Ball Park Rd. to connect to the sewer due to the costs associated with making the extension/connection. The motion was seconded by Chad Pagel and the motion carried with all in favor.

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**Agenda item #4/ Maintenance and Operations Report and any needed action** – Ken Yost provided the following report

- Ken doesn't believe the Hugo property on County S is capped off. Chad Fischer indicated he will pay a visit to the site to see if it is capped. Mr Hugo should obtain a disconnection permit from the district and he should be reminded of this via his quarterly sewer use bill.
- Troy has been working with Ken to become familiar with the plant operator duties and all has been going well. The secretary will respond to Digger Hotline email inquiry regarding contacts for the sanitary district.
- Ken will check with Cellcom regarding canceling the cell phone plan.

**Agenda item #5/Discussion and action regarding infiltration and sump pumps connected – violation of Sewer Use Ordinance** – Dan Herzberg will inquire of the town clerk as to the contact information for their attorney. The sanitary district will need to acquire the services of an attorney to deal with ordinance violations. George Thompson will provide the board members with the property addresses that are having infiltration. The board members will visit the properties to discuss with the owners.

**Agenda item #6/Discussion, action, and resolution accepting Compliance and Maintenance Annual Report for 2017.board** – The CMAR for 2017 will be submitted online by Chad Fischer. Chad will submit by the June 30 due date. Ken Yost reviewed the CMAR with the board and the board accepts as presented. Chad Fischer made a motion to accept and Dan Herzberg seconded the motion. The motion carried with all in favor. Resolution 061818-01 - Troy will ensure he is setup with DNR for online report submissions and Ken will communicate to them he is leaving his position.

**Agenda item #7/ Phosphorus reduction and any needed action by board** – Per George Thompson, the proposal for the phosphorus pilot test is \$3600. Ten gallons of sample will need to be sent to them overnight. The proposal price is valid for 30 days. George will coordinate with Troy to get the samples collected and sent. The samples need to be collected after the gravel filter and before discharge. A motion was made by Dan Herzberg and seconded by Chad Fischer to accept the \$3600 proposal from Nexom Blue Pro. The motion carried with all in favor. George will convey to them the board's acceptance.

**Agenda item #8/Approval of Expenditures** - A checkbook register, noting all of the expenditures since the prior meeting, was provided to each board member. The expenses and register 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.

**Adjournment of meeting** - A motion was made by Chad Fischer to adjourn the meeting at 7:35 p.m. and move to closed session for the purpose of discussing and taking action on personnel matters. The motion was seconded by Darrel Pagel. The motion carried with all in favor. The next meeting date is Monday, July 16, 2018

Recorded by Terry Malcheski.