

Little Suamico Sanitary District #1  
Minutes of Monthly Meeting  
Monday, August 20, 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, Troy Schaden, Terry Malcheski, and George Thompson of Cedar Corporation. Also present: Tom VanAsten and Jeff Truckenbrod.

**Approve agenda for August 20, 2018 meeting** – A motion was made by Chad Fischer to approve the agenda for the meeting, with a change in sequence. Agenda item #2 will be the first item for discussion and action. The motion was seconded by Darrel Pagel and the motion carried with Fischer, Herzberg, and Pagel in favor.

**Approve minutes from July 16, 2018** – Darrel Pagel made a motion to approve the minutes from the July 16, 2018 meeting as presented. The motion was seconded by Chad Fischer. The motion carried with Fischer, Herzberg, and Pagel in favor.

**Agenda item #2/Jeff Truckenbrod seeking information regarding public sewer service versus private on-site system for parcel 024081400923. The property is currently owned by Shirley Murphy and is located on East Frontage Road (north of County S). Property is in the boundaries of the sanitary district and has a deferred special assessment levied against it for costs associated with placement of lift-station on East Frontage Rd. (south of County S). Assessment is deferred until the property is developed. Any needed action by board**– Mr. Truckenbrod is seeking information regarding connecting to the sanitary sewer if he were to construct a residence on a parcel located on East Frontage Road, north of County S. The parcel is currently owned by Shirley Murphy and has a deferred special assessment levied against it for the construction costs associated with placement of the lift-station on East Frontage Road, south of County S. An explanation of the deferred special assessment was provided to Mr. Truckenbrod and the requirements for its payment (special comes due if parcel is developed). No action was taken on the matter, as Mr. Truckenbrod was present for informational purposes only.

**Agenda item #1/Continued discussion and action regarding lateral requirements for converting an existing duplex on Riverview Dr. to a condominium. Review well and sanitary agreements that will be recorded for Tom Van Asten's condo project at 914-916 Riverview Dr.** – Tom Van Asten was present to continue discussion regarding the conversion of his duplex on Riverview Dr. to a condominium. The condo will share a well. Each portion of the condo will have a portion of the grounds and will be designated as two individual parcels. They will share a common wall. The agreement for the lateral was reviewed and the board concluded one lateral would be permitted for this building (condo). A motion was made by Dan Herzberg in approval of the condominium lateral agreement and to permit one shared lateral. The motion was seconded by Chad Fischer and the motion carried with Fischer, Herzberg, and Pagel in favor. It was noted in the near future the sanitary district board will address the sewer use ordinance and the topic of lateral requirements for multi-unit buildings (condos, duplexes, apartments, etc.). The board asked that Cedar Corporation look into how the sanitary district can address multi-family buildings in the ordinance.

**Agenda item #3/Discuss the parcel of land in the SW corner of STH S and I 41. Dan Herzberg of LS Sanitary District was contacted by Mau Associates for utility services in this quadrant. A potential large manufacturing firm is looking to locate on the cul de sac. Any needed action by board.** – Dan Herzberg reported he spoke with a representative from Mau and Associates and they indicated the site likely would not work for the type of building the interested party would like to place. This parcel will need a lift-station to service it, if there is interest in developing it and having sanitary sewer service.

**Agenda item #4/Update and reporting on communication from Oconto County regarding property at 5006 Ball Park Road and owned by Nancy Schaden. Any needed action by board. action** – E-mail correspondence took place between the sanitary district and a representative from Oconto County Zoning and it was relayed to them

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the parcel at 5006 Ball Park Road would not be required to connect to the sanitary sewer service due to costs associated with this. The sanitary district will permit the owner to upgrade/update the existing private system.

**Agenda item #5/Maintenance and Operations Report discussion and action** – Troy Schaden provided the following report:

- A quote in the amount of \$6,060.60 was received from Mulcahy Shaw for replacing the sampler refrigerator. The quote includes a three year warranty, a 7.5% discount, and initial programming and training. The current refrigerator has been repaired multiple times, with the last repair done three weeks ago. Repair personnel recommend not performing any more repairs on the unit and to replace it. Troy has been taking manual samples at this time. A motion was made by Chad Fischer to accept the quote and replace the sampler refrigerator with the 5800 refrigerated sampler model. The motion was seconded by Darrel Pagel and the motion carried with Herzberg, Fisher, and Pagel all in favor.
- Energenecs will pay a visit to address the computer at the treatment plant.
- The ponds are fine. There has been low infiltration, as up until today there has been limited rainfall.
- All lab samples are acceptable. Troy is taking them to the City of Oconto for processing. due to closer distance than traveling to Green Bay. The board indicated it is permissible for Troy to take them to Oconto.
- Troy and George Thompson will meet at the treatment plant on August 21, 2018.

**Agenda item #6/Discussion and action regarding infiltration and sump pumps connected – violation of Sewer Use Ordinance** – Dan Herzberg is presently reviewing the sewer use ordinance. This agenda item was tabled until a future meeting.

**Agenda item #7/Phosphorus reduction and any needed action by board** – A draft of the Amendment Facilities Plan for Wastewater Treatment Plant Modifications was reviewed by George Thompson. Construction costs of 2.7 million are 20 year current worth. Costs were estimated on the high side due to the Clean Water Fund Program submission deadline of 9/30/18. George will have the final report for the September 17, 2018 meeting. It was noted page 14 contains the user charge rate and it is based on estimates and borrowing 100% of costs, but the district has reserves and 100% of costs will not need to be borrowed. The user charge rate is also based on market rate of cost to borrow and not the CWF rate. The user fee will likely adjust down to \$60.00 per month/per RUE. The pilot test for reactive sand filter will be done shortly. The implementation schedule was reviewed and September 2021 is compliance date. The district also needs to assess the current recirculating sand filter and included upgrade in budget costs of phosphorus project. Each individual board member will review the draft of the Amendment Facilities Plan for Wastewater Treatment Plant Modifications outside of the meeting and provided comments to George by September 10, 2018.

**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. Darrel Pagel 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. It was noted that Dan Herzberg and Terry Malcheski signed an additional document (Not For Profit) needed by BMO Harris bank with regard to conducting financial transactions there.

**Adjournment of meeting** - A motion was made by Dan Herzberg to adjourn the meeting at 8:15 p.m. and the motion was seconded by Chad Fischer. The motion carried with all in favor. The next meeting date is Monday, September 17, 2018 at 6:30 p.m.

Recorded by Terry Malcheski