

Little Suamico Sanitary District #1
2018 Budget Hearing Minutes and Minutes of Monthly Meeting
Monday, November 26, 2018 – 6:30 p.m.

The meeting was called to order at 6:30 p.m. Present were: Chad Fischer, Darrel Pagel, Dan Herzberg, Troy Schaden, Terry Malcheski, and George Thompson of Cedar Corporation.

Approve agenda for November 26, 2018 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 Herzberg in favor.

Approve minutes from October 22, 2018 meeting (includes Budget Hearing for 2019) – Chad Fischer made a motion to approve the minutes from the October 22, 2018 meeting as presented. The motion was seconded by Dan Herzberg. The motion carried with Herzberg, Fischer, and Pagel all in favor.

Agenda Item #1/Maintenance and operations report and any needed action, to include update on Hugo Asphalt sewer connection and any needed action – Dan Herzberg reported he contacted Bill Hugo to review with him the requirements of the permit and the content of the ordinance, relative to his upcoming connection of his new building on County S (Hugo Asphalt). Troy Schaden reported the Lilac Road lift-station had a bad seal on a pump. Winter shut-down of the plant/discharging will begin soon. Dave Szela (former board member) brought paperwork to Chad Fischer that Troy will need for the shut-down process. The pond levels are satisfactory. Troy needs to submit two reports to the DNR via their electronic switchboard and George Thompson can provide assistance if Troy has questions.

Agenda item #2/Phosphorus reduction and any needed action by board –George Thompson reported work will begin in December/January 2019 on the plans and specifications for submission to WI DNR by June 30, 2019. .

Agenda item #3/Discussion and action regarding infiltration and sump pumps connected – violation of Sewer Use Ordinance – No update at this time. Keep as a standing agenda item.

Agenda item #4/Ordinance Review/Adoption – Discussion and any needed action./ Statement of Values for submission to commercial insurance agent – any needed discussion and action – Dan Herzberg reported he did spend some time reviewing the ordinance and asked George Thompson to research what other communities have in their ordinances specifically to enforcement/fines/penalties. Dan suggested the connection permit(s) also could be enhanced by referring back to the ordinance in the permit language. Keep as a standing agenda item.

Agenda item #5/Discussion and action on engaging the services of Schenck to conduct 2018 audit – Dan Herzberg to sign page 6 of Letter of Understanding received from Schenck – A motion was made by Chad Fischer to contract with Schenck for the 2018 audit. The motion was seconded by Darrel Pagel and the motion carried with all in favor. Dan Herzberg signed the *Letter of Understanding* supplied by Schenck.

Agenda item #6/Approval of Expenditures and report from clerk and any needed action - 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. Dan Herzberg 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. Terry Malcheski reported on 10-25-18 arrangements were made with Huntington Bank to wire transfer \$200,000.00 to Clean Water Fund for payment on the principal of loan 4486-03.

The next meeting date is Monday, December 17, 2018. A motion was made by Darrel Pagel to adjourn the meeting at 6:55 p.m. and the motion was seconded by Chad Fischer. The motion carried with all in favor.

Recorded by Terry Malcheski.