

Little Suamico Sanitary District #1  
Minutes of Monthly Meeting  
Monday, February 18, 2019

The meeting was called to order at 6:30 p.m. Present were: Chad Fischer, Dan Herzberg, Terry Malcheski, and Dennis Steigenberger Cedar Corporation. Not present: Troy Schaden.

**Approve agenda for February 18, 2019 meeting** – A motion was made by Dan Herzberg to approve the agenda for the meeting. The motion was seconded by Chad Fischer and the motion carried with Fischer and Herzberg in favor.

**Approve minutes from January 21, 2019 meeting** – Chad Fischer made a motion to approve the minutes from the January 21, 2019 meeting as presented. The motion was seconded by Dan Herzberg. The motion carried with Herzberg and Fischer in favor.

**Agenda Item #1/Maintenance and operations report and any needed action and includes update, if any, on status of Hugo Asphalt sewer connection and any needed action** – In the absence of Troy Schaden a maintenance and operations report was not provided. Dan Herzberg reported he did further contact with Hugo Asphalt to inquire if the building was connected yet. They now report to Dan they connected the building to the lateral in September 2018. There is some confusion of who inspected this, as Troy did not and Ken Yost left his position in June 2018. When the permit to reconnect was issued to Hugo in August 2018, Terry Malcheski (secretary) indicated on the permit to contact Troy Schaden for inspection and provided Troy's phone number on the permit. The wash basin is not connected, which was the main concern of the sanitary district. Dan indicated the town has an electronic copy of the plans. Dan will visit the site to inspect and inquire as to where the permit is with signature of inspector (Ken or Troy??). This permit signature with inspection date triggers the billing for the building (60 days from connection or occupancy, whichever occurs first).

With regards to other operations of the sanitary district, it is with great sadness the commission learned of the passing of Commissioner Darrel Pagel on Friday, February 15, 2019. Darrel was re-elected to his commissioner position in April 2018 and his six year term is due to expire with the April 2024 election. Per state statute, his term can be fulfilled by a **resident** of the sanitary district with approval of appointment/oath of office by the town board. The sanitary district board indicated to place a notice on the first quarter (March 31, 2019) invoices that a vacancy exists on the sanitary district and interested parties should contact a commissioner or e-mail the secretary.

**Agenda item #2/Phosphorus reduction and any needed action by board** – Dennis Steigenberger reported that George Thompson has left Cedar Corporation for a position with another company. Dennis indicated George did submit parallel cost ration to WI DNR, which needs to be included in the facility plan to remain eligible for Clean Water Funding. The cost ratio indicated the sanitary district should be 100% eligible for funding. The facility plan amendment was submitted and the WI DNR has asked for a 60 day extension to review. The current timeline indicates the project will be finished September 2021. Dennis will confirm schedule/timeline with WI DNR.

**Agenda item #3/Discussion and action on continuing agreement with Pensaukee Sanitary District #1 with regard to access and use of one of their generators** – In the absence of Troy Schaden (operations and maintenance personnel) the board elected to defer action on this agenda item until the March 18, 2019 meeting.

**Agenda item #4/Discussion and action regarding infiltration and sump pumps connected – violation of Sewer Use Ordinance** – No report. Keep as a standing agenda item.

**Agenda item #5/Ordinance Review/Adoption – Discussion and any needed action** – No report. Keep as a standing agenda item.

**Agenda item #6/Review current permits and discuss possible revisions/modifications, includes any needed action by board** – No action this month. Keep as a standing agenda item. Dennis Steigenberger can assist with this at a future meeting.

**Agenda item #7/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. Chad Fischer made a motion to approve the expenditures as outlined in the checkbook register. The motion was seconded by Dan Herzberg. The motion carried with all in favor.

The next meeting date is Monday, March 18, 2019 at 6:30 p.m. A motion was made by Dan Herzberg to adjourn the meeting at 7:00 p.m. and the motion was seconded by Chad Fischer. The motion carried with Fischer and Herzberg in favor.

Recorded by Terry Malcheski.