

Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, September 16, 2019

The meeting was called to order at 6:45 p.m. Present were: Doug Allen, Chad Fischer, Dan Herzberg, Terry Malcheski, Troy Schaden, Dennis Steigenberger - Cedar Corporation, Dan Kassner and Cindy Nelson from Vincent, Urban, Walker and Associates.

Approve agenda for September 16, 2019 meeting – A motion was made by Doug Allen to approve the agenda for the meeting with a change in sequence to address agenda item #5 first, *Insurance Package Renewal Application*, followed by agenda item #4, *Phosphorus reduction/plant upgrade and any needed action by board*. The motion was seconded by Chad Fischer and the motion carried with Allen, Fischer and Herzberg in favor.

Approve minutes from August 20, 2019 meeting – Doug Allen made a motion to approve the minutes from the August 20, 2019 meeting. The motion was seconded by Chad Fischer. The motion carried with all in favor.

Agenda Item #5/Insurance Package Renewal application – discussion and action – Dan Kassner and Cindy Nelson attended tonight's meeting to assist the board with the insurance renewal application. The application was reviewed. Cindy will submit to the underwriting department.

Agenda item #4/Phosphorus reduction/plant upgrade and any needed action by board – Proposals from soil vendors/rock borers are in process. When the quotes are received, Dennis will send them to the commissioners via e-mail to expedite the process, as borings need to take place soon. The fence line driveway is clear for traveling.

Agenda item #1/Update and any needed action regarding sewer service for a property on Lake St. at the August meeting the board approved the contract with DeGroot – The agreement between De Groot and the sanitary district has been signed/completed. The insurance and bond has been secured. The contractor, De Groot, has indicated work could possibly begin the end of September, weather permitting. Per the contract, dewatering will have to take place. DeGroot will tap the mainline and install **stub lateral (corrected 10-21-19)**. The property owner will place two grinder pumps via directional boring.

Agenda Item #2/ Continued discussion and any needed action regarding extending sewer service to 756 Lilac Road. At the August 2019 meeting the board took action on Preliminary Resolution to set hearing and levy special assessments and authorized Cedar Corp to proceed with plans and specifications for submission to WI DNR. plant – The board would like to investigate various funding mechanisms for property owners to assist with the projected \$25,500 per property assessment. Dennis Steigenberger gave information on some of the programs, including community development block grant (CDBG) a federal program. They allow income surveys, rather than using the median income of the township. The next application date is approximately May 2020 and it is competitive. The maximum grant is \$750K. Special assessments can't be used for the match; however there is a new program that does allow for waiver the waiver of the "no match". The town of Little Suamico would have to be the applicant. Rural Development is also a source for funding. They provide loans and grants for sewer and water programs for communities with populations under 10, 000. If a grant is awarded then the community must also take the loan portion of the program. Financing of this is for a 40 year term with an interest rate between less than 2% to 3% (rate determined by income base) and they do allow special assessments. There is a lot of paperwork involved with the Rural Development program. Dennis did contact a Rural Development representative and gave them details of the Lilac Road project, as well as the phosphorus project. September 30, 2019 is the end of the fiscal year for Rural Development. Dan did speak with the town chairman, Elmer Ragen, regarding assisting with costs of the road replacement. Elmer indicated it was a good possibility the town would assist with costs, as the road is likely due for upgrade. The cost for this is approximately \$40 to \$50K. Plans for the Lilac Rd. project were authorized in August. Dennis will investigate the funding options further before proceeding with the special assessment process.

With regard to East Frontage Rd. sewer, Dennis noted he will provide further clarification to Jeff Truckenbrod regarding the estimated costs for sewer service to be placed on East Frontage Road (north of County S).

Agenda item #3 Maintenance and operations report and any needed action by board – Troy Schaden reported Great Lakes T.V. Seal inspected Lilac Road and all is copacetic. There were some power outages that affected the Lilac Road lift-station. The generator handled the load well. The alarm didn't go off during one of the outages. Engerenecs came can and assessed that situation. There was a fault at the lift-station. Troy noted he needs to submit his hours to the WI DNR for his certification and to indicate he has completed the required hours for his internship. Doug Allen noted the WI DNR has removed some acreage from the development known as Wildflower Acres due to wetland status. This development is located on County J and owned by Perret Homes.

Agenda item #6/Review draft of 2020 budget – budget to be adopted at October 21, 2019 meeting – A draft of the proposed budget for 2020 was provided to each board member.

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 Doug Allen. The motion carried with all in favor.

Set next meeting date. The next meeting will be held on **Monday, October 21, 2019** at 6:30 p.m. and will include adoption of the 2020 budget.

A motion was made by Dan Herzberg to adjourn the meeting at 8:27p.m. and the motion was seconded by Chad Fischer. The motion carried with all in favor. Recorded by Terry Malcheski