

Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, July 27, 2020

The monthly meeting was called to order at 6:30 p.m. Present were Doug Allen, Chad Fischer, Dan Herzberg, Terry Malcheski, Troy Schaden and Dennis Steigenberger of Cedar Corporation.

Approve agenda for July 27, 2020 – A motion was made by Doug Allen to approve the agenda for the meeting. The motion was seconded by Chad Fischer and the motion carried with Fischer, Herzberg, and Allen in favor.

Approve minutes from June 15, 2020 – Chad Fischer made a motion to approve the minutes from the June 15, 2020 meeting as presented. The motion was seconded by Doug Allen. The motion carried with Fischer, Herzberg, and Allen in favor.

Agenda item #1/ Discussion and any needed action regarding East Frontage Road and/or Lilly/Lilac Road sewer extensions – Dan Herzberg reported he received an inquiry from a few residents of Lilac Road as to when they can expect the sewer service extension. Dennis Steigenberger indicated when plans for the extension are submitted to WI DNR for approval, they have 90 days to review. Tentatively the project could be bid out in spring of 2021. The preliminary resolution to levy special assessments has already been done. Dennis reviewed the process for levying special assessments. With the COVID pandemic and limited access to the town hall it makes it difficult to conduct a public hearing during the pandemic. Dan will follow-up with the property owners that inquired.

Agenda item #2/ DNR - Revised Bacteria Water Quality Standards and any needed action by board – Dennis Steigenberger noted if the district is ever required to disinfect there are two options: chlorine or ultraviolet light. Dennis will make sure the plans for the plant upgrade allow for a large enough channel in the filter in the event a UV light system needs to be installed. The plans will be reviewed at the August meeting.

Agenda item #3/Phosphorus reduction/plant upgrade and any needed action by board – Dennis Steigenberger reported LSSD is still on track for a September 10, 2020 bid opening. Dan Herzberg will attend as LSSD representative. The bid opening date, time and location will be posted in the event additional commissioners attend. Dennis will provide Terry with the notice for newspaper publication and it will need to be published on August 26 and September 2, 2020. Bid documents will be made available to contractors on August 14, 2020. The contract with Cedar Corporation for the construction phase of the project will be presented to the board at the August meeting for their acceptance and approval.

Agenda item #4/ Maintenance and Operations Report and any needed action – Troy Schaden reported there were some issues with the pump in the lift-station at the mobile home park. The CMAR for 2019 needs to be submitted and Troy is working on this. The influent sampler is having a few issues. Troy will inquire about having it repaired. It is hoped to have the current sampler hold out until the plant is upgraded. Installation of a new influent sampler will be an alternate option in the bid documents for the plant upgrade. If the sampler can be repaired for now and maintain function, the bid documents will indicate a new sampler needs to be installed by November 15, 2020.

Agenda item #5/ Review and approval of 2019 audit/financial statements – No further action was needed regarding this agenda item. This was addressed at the June 2020 meeting.

Agenda item #6/ Discussion and action regarding placement of accounts at financial institutions – Terry Malcheski reported new signature cards are being submitted to Associated Bank. They have agreed to refund a portion of the service fees that had been deducted from the accounts.

Agenda item #7/Approval of expenditures and report from clerk and any needed action by board – The expenditures and associated invoices were reviewed. A motion was made by Dan Herzberg to approve the expenditures and the motion was seconded by Chad Fischer. The motion carried with all in favor.

Agenda item #8/Set next meeting date – The next meeting will be Monday, August 17, 2020 at 6:30 p.m.

Adjournment of meeting - A motion was made by Dan Herzberg to adjourn the meeting at 7:10 p.m. and the motion was seconded by Chad Fischer. The motion carried with all in favor.

Recorded by Terry Malcheski