

Little Suamico Sanitary District #1  
Minutes of Monthly Meeting  
Monday, August 17, 2020

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

**Approve agenda for August 17, 2020** – A motion was made by Chad Fischer to approve the agenda for the meeting. The motion was seconded by Dan Herzberg and the motion carried with Fischer and Herzberg in favor.

**Approve minutes from July 27, 2020** – Dan Herzberg made a motion to approve the minutes from the July 27, 2020 meeting as presented. The motion was seconded by Chad Fischer and the motion carried with Fischer and Herzberg in favor.

**Agenda item #1/Phosphorus reduction/plant upgrade – to include action on construction contract with Cedar Corporation-**  
Dennis Steigenberger reviewed plan specification documents to ensure the correct utility, cable, and telephone companies have been identified in the documents. The plans were reviewed and locations of filters, etc. were verified. The driveway on County S will be used for construction access. Dennis noted a larger pump will be needed for the well and thus the electrical service will also need modification to handle a larger pump. A larger waterline might also be needed as the new needs of the plant will require 50 gallons per minute and the current 1" line might not be sufficient. Dennis will confirm if the waterline will need to be altered. Dennis noted the contractor will be required to submit insurance certificate with LS Sanitary and Cedar Corporation as additional insured. Bids will be accepted on Thursday, September 10, 2020 from 2 to 3 p.m. at the town hall and the notice has been published, including publication in Green Bay Press Gazette. Bids will be publicly opened at 3 p.m. and Dan Herzberg will attend on behalf of the district. Terry Malcheski will post a notice advising an unattended quorum may result at the bid opening. Dennis presented Contract Addendum Exhibit B Authorization to Perform Engineering Consulting Services Project #04911-0024 August 17, 2020. The scope of work is outlined in the contract. Dan Herzberg made a motion to approve engaging in the contract addendum with Cedar Corporation and the motion was seconded by Chad Fischer. The motion carried with Fischer and Herzberg in favor. Dan Herzberg signed the contract on behalf of Little Suamico Sanitary District #1.

**Agenda item #2/Maintenance and operations report and any needed action by board – to include any discussion and action regarding submission of CMAR for 2019** – Troy Schaden reported he is ready to submit the CMAR to WI DNR. Terry will provide him with details of the replacement/depreciation fund. Troy reviewed pertinent details of the CMAR with the board and Chad Fischer made a motion to accept the 2019 CMAR. The motion was seconded by Dan Herzberg and the motion carried with Fischer and Herzberg in favor; resolution 08172020-01 is assigned. Troy reported the first pond at the treatment plant is about 1" higher than this same time last year and the second pond is maintaining.

**Agenda item #3/Discussion and any needed action regarding East Frontage Road and/or Lilly/Lilac Road sewer extensions – Item is temporarily on hold due to Covid 19 pandemic, but updates may be provided or action taken by board** – Dan Herzberg reported he declined signing the *development in sanitary district form* as requested by Oconto County Zoning, as by signature it implies LS Tractor will connect to the sanitary district, which at this time a connection can't be made due to lack of service to East Frontage Road, north of County S. Dan did speak with Zoning Administrator, Patrick Virtues, about this. Patrick indicated LS Tractor is placing an addition with another bathroom. LS Tractor addition and bathroom is all currently governed under their condition use permit with Oconto County. Dan Herzberg suggested communication be sent to the property owners of Lilac/Lilly and East Frontage Roads alerting them of the potential projects, so that property owners can start to be prepared. However, the town hall is currently closed by emergency order due to Covid 19 and this makes it impossible to conduct special assessment hearings, etc. Except for three properties, Dennis reported private wells have been identified in the Lilac/Lilly Road area. Dennis noted he has heard word that other property owners in this area have indicated they are aware there is the potential for a sewer extension to them and they are in favor of this. It was also noted that there is a code that governs how deep sewer main needs to be to service basements with a drain. If a basement cannot be serviced due to depth limitations, the property owner has to be given notice of this before the start of construction. The board authorized Cedar Corporation to submit plans to WI DNR for only Lilly and Lilac Roads at this time.

**Agenda item #4/Review and approval of expenditures. Report from clerk and any needed action by board** – A checkbook register and invoices were reviewed by the board and Chad Fischer made a motion to approve all expenditures. The motion was seconded by Dan Herzberg and the motion carried with Fischer and Herzberg in favor.

**Agenda item #8/Set next meeting date and adjournment** – The next meeting will be Monday, September 21, 2020 at 6:30 p.m. A motion was made by Dan Herzberg to adjourn this meeting at 7:37 p.m. and the motion was seconded by Chad Fischer. The motion carried with Fischer and Herzberg in favor. Minutes recorded by Terry Malcheski