

Little Suamico Sanitary District #1
Minutes of Monthly Meeting - Monday, December 21, 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 December 21, 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 Allen, Fischer, and Herzberg in favor.

Approve minutes from November 19, 2020 – Doug Allen made a motion to approve the minutes from the November 19, 2020 meeting as presented. The motion was seconded by Chad Fischer. The motion carried with Herzberg, Allen, and Fischer in favor.

Agenda item #1/Phosphorus reduction/plant upgrade update including: Approval and execution of “Resolution Authorizing Loan for Interim Funding of Improvements – Resolution #2020-12-21-01 (Interim financing provided by BMO Harris Bank), authorize Terry Malcheski to perform duties with BMO Harris Bank with regard to interim financing for the treatment plant project, approval of payment request from Staab Construction Corporation and any other needed discussion and action by the board relative to the phosphorus reduction/plant upgrade project – Dennis Steigenberger provided an update on construction progress thus far. The tanks have been installed and a leakage test will be done after the concrete has cured for a minimum 28 days. The outside of the tanks will be waterproofed and then backfill will be performed. Excavating will occur this week for the lift-station. Elm Star Electric will start their work so Oconto Electric can move forward as well. The influent sampler is scheduled to be installed 12/30/2020 at 9 a.m. and Troy Schaden will be present. Payment request #2 is presented by Staab Construction in the amount of \$156,345.25 and is for work performed through 12/11/2020. Payment is due in twenty days. A draw will need to be taken from the interim financing with BMO Harris bank to accommodate the payment request. Motion by Chad Fischer to approve the payment request and the motion seconded by Doug Allen. The motion carried with all in favor. The Clean Water Fund loan closings are performed on the 2nd and 4th Wednesdays of the month. All documents they require need to be to them seven to eight weeks prior to closing. Bond Counsel work usually occurs about four weeks before the closing. Given these timelines the earliest the closing is likely to occur will be the 4th Wednesday of April or the 2nd Wednesday of May. Items that are needed for submission to the CWF are: 1) interim financing documents and 2) proof of bid publication (affidavit). Dennis noted the CWF loan forgiveness is 1.3 million due to timing and project priority score (ranked 7th in state). Interim financing loan documents titled; **\$2,000,000 Temporary Borrowing for Improvements to Wastewater Treatment Plant**, were presented by BMO Harris Bank for acceptance and signatures. Chad Fischer made a motion to accept and execute the interim financing loan documents with BMO Harris Bank and to authorize Terry Malcheski to engage in transactions associated with the interim financing (requesting draws, processing contractor payment requests). The motion was seconded by Doug Allen. The motion carried with Allen, Fischer, and Herzberg in favor. All appropriate signatures on the Interim Financing Loan Documents titled; **\$2,000,000 Temporary**

Borrowing for Improvements to Wastewater Treatment Plant, were executed and Resolution #2020-12-21-01 is assigned.

Agenda item #2/Lilly/Lilac Road and East Frontage Road sewer extensions - update and any needed action – Special assessment inquiries have been received for properties located on East Frontage Road. Replies were sent with notation of deferred specials and potential future specials. Dennis mentioned there are quite a few wetland indicators on the WI DNR map. Consideration is being given to creating a TIF district in this area. The town of Little Suamico meets the equalized value requirement for creating a TIF district. Dennis supplied some information with regard to the TIF process and how it functions. The town has to lead the TIF process and borrows the funds to make the improvements.

Agenda item #3/Maintenance and operations report and any needed action by board – Troy Schaden reported the last WET test was done last week. The lift-stations are operating appropriately and the influent at the treatment plant is acceptable. Discharging will cease at the end of December. It was noted a request was received to locate the mechanical piping at the treatment plant. This infrastructure will be included in records being created for future use.

Agenda item #4/Review and approval of expenditures and report from clerk and any needed action by board - A checkbook register noting all transactions since the November meeting was presented to each commissioner to review payments made to vendors. A motion was made by Dan Herzberg to approve all the expenditures as noted. The motion was seconded by Chad Fischer and the motion carried with all in favor.

Set next meeting date: The next meeting will be Monday, January 18, 2021 at 6:30 p.m. A motion was made by Chad Fischer to adjourn this meeting at 7:45 p.m. and the motion was seconded by Dan Herzberg. The motion carried with all in favor. Minutes recorded by Terry Malcheski