

Little Suamico Sanitary District #1
Minutes of Monthly Meeting - Monday, February 22, 2021

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

Approve agenda for February 22, 2021 – A motion was made by Doug Allen 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 January 18, 2021 – Doug Allen made a motion to approve the minutes from the January 18, 2021 meeting as presented. The motion was seconded by Chad Fischer. The motion carried with Herzberg, Allen, and Fischer in favor.

Agenda item #1/Ball Park Road sewer service inquiry; including any needed action – Jessie Oskey presented to tonight's meeting to discuss the feasibility of servicing 18 acres on Ball Park Road (west of County J and south of County S). Dennis Steigenberger indicated to service this property a lift-station would be required, and the service would need to proceed south on Ball Park Road from County S. The number of properties that could be serviced is limited as not all of the properties on Ball Park Road are in the boundaries of the sanitary district. To service properties on both sides of the road a sewer service amendment would need to be done as well as annexation of properties into the sanitary district. Due to the costs associated and the limited number of homes that could be serviced by a sewer extension the board members Allen, Fischer, and Herzberg indicated they are not in favor of extending sewer to this area at this time.

At this time, the board moved to discuss agenda item #3 due to presence of Paul Check.

Agenda item #3/Lilly/Lilac Road and East Frontage Road sewer extensions and any needed action with regard to Lilly/Lilac and East Frontage Road extension – Paul Check was present to discuss when the sewer will be placed on East Frontage Road and what the costs will be. Dan Herzberg indicated the earliest construction would begin is 2022, but more likely 2023. Mr. Check was advised of the deferred assessment against each property in the amount of \$1,150 per acre and this deferred assessment is to cover costs associated with the lift-station that was placed on East Frontage Road, south of County S. Dennis indicated the installation estimate will be approximately \$75.00 a foot per side of roadway, from County S to approximately Dar-Ken Court. Dennis Steigenberger reviewed the process the sanitary district follows for extending sewer, including the special assessment process.

Agenda item #2/Discussion and action regarding Cedar Corporation Advisory Contract for 2021/2022– Dennis Steigenberger presented a contract for Advisory Services for 2021/2022. The contract contains the same language as the contract before it, but with a small increase in the advisory fee. A copy of the contract was sent to each board member prior to the meeting for their review. Chad Fischer made a motion to accept the contract with Cedar Corporation for advisory and consultive services and the motion was seconded by Doug Allen. The motion carried with Allen, Fischer, and Herzberg all in favor. Dan Herzberg signed for the sanitary district.

Agenda item #4/Phosphorus reduction/plant upgrade update including: Approval of payment request from Staab Construction Corporation, selection of building material colors, etc. and any other needed discussion and action by the board relative to the phosphorus reduction/plant upgrade project

– Dennis Steigenberger reported a legal opinion is needed for the treatment plant property as part of the Clean Water Fund loan requirements. Dennis is hopeful a title search will satisfy the legal opinion requirement. A member of Cedar Corporation has a conference call scheduled for tomorrow to discuss this with Clean Water Fund representative. The loan closing is on schedule for May. Dennis can provide a list of attorneys if one is needed. As for prior discussion about a possible TIF district, this process is controlled by the town and Oconto County Economic Development has been contacted. At this time, the sanitary district is proceeding with the assumption a TIF district will not happen. There was not a payment request from Staab, as they have ceased work for the winter. Weather permitting, they will start back up again mid-March. Dennis did report there are a few change orders. He reviewed those and the most notable one has to do with incorrect scale used on a plan sheet. The scale is half of what it should have been. Dennis reviewed the details of that (measurements/costs). He noted the \$217,000 contingency is included in the project financing. It is anticipated the change order will be approximately \$15,000, but Dennis is still negotiating. Chad Fischer made a motion to process the change order and Doug Allen seconded it. The motion carried with Allen, Fischer, and Herzberg in favor. Dennis will send the change order via e-mail to Dan for his signature. Another upcoming change order involves work to be done by Oconto Electric Cooperative. An allowance of \$5,000 was identified but the final price is \$5,280.00. Dennis provided color samples for the board to view and decisions were made regarding colors for the exterior of the building, roof, soffit, stonework, doors, floors, paint inside, etc.

Agenda item #5/Maintenance and operations report and any needed action by board – Troy Schaden provided an update on maintenance and operations. There was an issue with a pump at the lift-station. The PLC failed and never dialed out an alarm. The float was malfunctioning. The levels at the treatment plant ponds are favorable.

Agenda item #6/Review and approval of expenditures and report from clerk and any needed action by board – A check register of all the expenditures that have occurred since the January 18, 2021 meeting was provided to each board member. The expenditures were reviewed. Chad Fischer made a motion to approve the expenditures and the motion was seconded by Doug Allen. The motion carried with Allen, Fischer, and Herzberg in favor.

Set next meeting date: The next meeting will be Monday, March 15, 2021 at 6:30 p.m. A motion was made by Dan Herzberg to adjourn the meeting at 8:00 p.m. and the motion was seconded by Chad Fischer. The motion carried with all in favor. Minutes recorded by Terry Malcheski.