

Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, October 19, 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 October 19, 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 September 21, 2020 – Chad Fischer made a motion to approve the minutes from the September 21, 2020 meeting as presented. The motion was seconded by Dan Herzberg. The motion carried with Herzberg and Fischer in favor.

Agenda item #1/Discussion, action, and approval of 2021 budget, which may include approval of a tax levy for the December 2020 property tax bills and approval of a sewer service rate increase, if necessary, with effective date January 1, 2021. The commissioners may also take action on other fees associated with the budget process (connection fees, permit fees, etc.) – Public hearing comments for the proposed 2021 budget were not provided as there were not any attendees. The budget was reviewed, and the commissioners recommended budgeting \$20,000.00 for GIS/GPS mapping of the infrastructure. It is difficult to locate piping with the plans from 1979. Cedar Corporation estimates a cost of \$15,000 to \$20,000 to map the current system. It is recommended to start with the main areas of the district (County J, County S, and Allen Road) and to also create a new set of paper plans to improve readability. Dan Herzberg will inquire of the town chairman if the town needs anything included in the GIS/GPS mapping. After reviewing the projected budget, the board determined no sewer use rate increase for 2021. The board approved setting a \$15,000 tax levy for 2020. Chad Fischer made a motion to budget \$20,000.00 for GPS/GIS mapping, no sewer use rate increase for 2021, and set a \$15,000 tax levy to be collected via the 2020 property tax bills. The motion was seconded by Dan Herzberg and the motion carried with Herzberg and Fischer in favor. Resolution #10192020-01 assigned to tax levy and acceptance of 2020 budget.

Agenda item #2/Phosphorus reduction/plant upgrade: WWTP Upgrades, Reactive Sand Filter System, Contract A-20 – Any needed discussion and action – Staab Construction will begin work at the treatment plant on October 26, 2020. The pre-construction meeting was held on October 15, 2020 at 1:30 p.m. An attendance list was compiled, and Dennis Steigenberger supplied a copy to the district. A check was issued to the Town of Little Suamico for the building permit. The treatment plant site consists of two separate parcels and because of the proximity of the new building to the parcel line the parcels were combined into one parcel via Oconto County Zoning Office. The contractor needs to secure a dewatering permit with the WI DNR and the sanitary district will sign as the responsible party. To expedite change order requests from the contractor (Staab) the board authorized change orders up to \$25,000.00 can be approved outside of a meeting. A motion to this effect was made by Chad Fischer and the motion was seconded by Dan Herzberg. The motion carried with Herzberg and Fischer in favor.

The application for the CWF loan was accepted and the district should know their rank about mid-November. It is expected the loan disbursement will occur April 2021. The CWF has indicated there is plenty of funding available for 2021 projects. There is a ten-page list of communities that have made application for CWF loans and the Little Suamico Sanitary District #1 is on page one of the list. Inquires with regard to providing interim financing were made to Associated Bank and BMO Harris Bank. After reviewing the offer/terms made by both financial institutions the board recommended pursuing interim financing with BMO Harris Bank. Dan Herzberg made a motion to pursue interim financing with BMO Harris Bank in the amount of \$2,000,000.00 and the motion was seconded by Chad Fischer. The motion carried with Fischer and Herzberg in favor. Terry Malcheski will contact the representatives of Associated Bank and BMO Harris Bank to apprise them of the board's decision.

Agenda item #3/Lilly/Lilac Road and East Frontage Road sewer extensions - update and any needed action – No updates currently. The town hall is still closed to the public due to the pandemic. A few inquiries have been received as to when sewer service will be extended on East Frontage and Lilly/Lilac Roads.

Agenda item #4/Maintenance and operations report and any needed action by board – Troy Schaden reported the gates between the ponds are not functioning properly. Discharging will take place through December 2020. An air release valve on County S was replaced by Sabel Mechanical. Vintage Works has connected on Executive Circle. The board reiterated the road at the treatment plant needs to be monitored during construction traffic to ensure the integrity of the pond berms. Cedar Corporation will continue to visit the subject with the contractor and a Cedar Corp representative will take pictures of the road and banks. The north side has the steepest slope.

Agenda item #5Review and approval of expenditures. Report from clerk and any needed action by board – A checkbook register noting all the transactions since the August meeting was presented to each commissioner for their review. Payments to vendors were reviewed. A motion was made by Chad Fischer to approve all the expenditures as noted in the checkbook register. The motion was seconded by Dan Herzberg and the motion carried with all in favor.

Set next meeting date: The next meeting will be Monday, November 16, 2020 at 6:30 p.m. A motion was made by Dan Herzberg to adjourn this meeting at 7:45 p.m. and the motion was seconded by Chad Fischer. The motion carried with Fischer and Herzberg in favor. Minutes recorded by Terry Malcheski