

**Little Suamico Sanitary District #1  
Minutes of Monthly Meeting  
Monday, July 18, 2022**

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

**Approve agenda for July 18, 2022**– Doug Allen made a motion to approve the agenda for the meeting. The motion was seconded by Chad Fischer and the motion carried with all in favor.

**Approve minutes from June 20, 2022** – Doug Allen made a motion to approve the minutes from the June 20, 2022, meeting as presented, and Chad Fischer seconded the motion. The motion carried with Allen, Fischer, and Herzberg (all) in favor.

**Agenda item #1/Phosphorus reduction/plant upgrade including approval of payment request(s) and/or change request(s) from Staab Construction Corporation, approval of disbursement request/documents for Clean Water Fund loan, and any other needed discussion and action by the board relative to this project** –Brandon Strelow provided an update regarding change orders 3, 5 and 6 as being approved by WI DNR for Clean Water Fund eligibility. The loan proceeds are now at 95% and the rest is retainage to be held until close out documents are completed. Staab had cameras installed at the treatment plant to monitor for vandalism as a cause of the ferric leak situation. The vendor that fills the tanks indicated there was one time they were there filling the tank and the fittings did pop off while filling. All is going o.k at the plant with the exception there were some samples that did not meet the phosphorus limit. Brandon Strelow is in contact with WI DNR to get an estimate of the effluent discharge fees thus far for 2022. August is the three year review with WI DNR and they will do this on Thursday, July 21 with a virtual meeting at 1 p.m. and an on-site meeting at 3:30 p.m. Punch list items are still being worked on by Staab.

**Agenda item #2/Lilly/Lilac Road and East Frontage Road sewer extensions. Review and act on special assessment process, interim financing options, and any other needed action regarding Lilly/Lilac and East Frontage Road extensions** – Dan Herzberg reported the Town of Little Suamico is contributing \$50,000 toward the paving of Lilly/Lilac Roads. Brandon Strelow presented the Report of the District Engineer for East Frontage Road and Lilly/Lilac Road sewer extensions. The reports include Schedules A, B, C and D and these were reviewed. These will be on display at the town hall during normal business hours prior to the public hearing along with the contract and specifications. A public notice for the public hearing will be prepared by the attorney and will be published as a class 1 notice and mailed to all affected property owners. The notice needs to be published in the paper (Green Bay Press Gazette) a minimum of 10 days prior to the hearing and no earlier than 40 days prior to the hearing. After discussing possible dates to conduct the public hearing the board determined to have the hearing on Monday, August 15 at 6:00 p.m. and the monthly meeting to follow at 6:30 p.m. Brandon reported the contracts were sent out to DeGroot and the commissioners will execute these at the August meeting. Associated Bank has approved the sanitary district for a loan up to \$1 million to provide interim financing for the East Frontage/Lilly and Lilac Roads sewer extensions. The interim financing loan will be secured by the special assessments levied against the benefitted properties. The board mad a motion to allow Dan Herzberg to sign the loan documents outside of a meeting if they are ready prior to the August 15 meeting. The motion was made by Chad Fischer and seconded by Doug Allen. The motion carried with all in favor.

**Agenda item #3/Maintenance and operations report and any needed action by board** – Troy Schaden wasn't able to attend the meeting but did provide a report to Dan Herzberg and Troy indicated a WET test is needed and fecal coliform have to be tested now through September. This past Saturday there was an issue with the list-station at the mobile home park.

**Agenda item #4/American Rescue Plan Act update and any needed action by board** – As reported above, the town is contributing \$50,000 toward paving of Lilly/Lilac Roads and these are from the funds the town received through the American Rescue Plan Act. The town has also allocated money to the fire department.

**Agenda item #6/Review and approval of expenditures and report from clerk**– A check register of the expenses that have occurred since the June meeting was presented to each board member and reviewed. Chad Fischer made a motion to approve the expenditures and the motion was seconded by Dan Herzberg. The motion carried with all in favor.

**Set next meeting date: The next meeting will occur on Monday, August 15, at 6:30 p.m. (at the conclusion of the Public Hearing for East Frontage, Lilly and Lilac Roads Special Assessments).** Dan Herzberg made a motion to adjourn this meeting at 7:20 p.m. and Chad Fischer seconded the motion. The motion carried with all in favor. Minutes recorded by Terry Malcheski