

Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, January 11, 2022

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

Approve agenda for January 11, 2022 – Dan Herzberg made a motion to approve the agenda for the meeting. The motion was seconded by Doug Allen and the motion carried with Allen and Herzberg in favor.

Approve minutes from December 20, 2021 – Dan Herzberg made a motion to approve the minutes from the December 20, 2021, meeting as presented. Doug Allen seconded the motion. The motion carried with Allen and Herzberg in favor.

Agenda item #1/Discussion and action on annexing parcel 024202602033A (corner of East Frontage and Bramschreiber Road) into the sanitary district – An individual interested in purchasing this parcel contacted the sanitary district to inquire if it was in the boundaries of the district. Brandon Strelow confirmed the parcel is not in the boundaries of the sanitary district or the sewer service area. The inquiring party will be contacted to apprise them of this information, and they can seek annexation if they desire.

Agenda item #2/Stub lateral installation and sewer connection to lot on Allen Road (parcel 024202600212A2) – Update on progress of project and any needed action – Brandon Strelow provided an update on this project. DeGroot planned to start the work tomorrow (January 12), but with the cold temperatures they now plan to do later in the week or the following week. Brandon will convey to the town clerk the contractor will be doing this work on the Allen Road parcel.

Agenda item #3/Review insurance statement of values from Vincent, Urban, and Walker for commercial insurance package and any needed action – An updated statement of values was received from the agent and reviewed by the board members via e-mail Dan Herzberg executed signature for the sanitary district and the signed document was returned to the agent.

Agenda item #4/Phosphorus reduction/plant upgrade including approval of payment request(s) and/or change request(s) from Staab Construction Corporation, approval of disbursement request, other documents for Clean Water Fund loan, and any other needed discussion and action by the board relative to this project – Dennis Steigenberger provided an update to Dan Herzberg and indicated Staab is opposed to any liquidated damages. Staab would like to have a conference call with representatives of Cedar Corp and the sanitary district. Various issues that occurred during the project (flooding/pumps, etc.) will be discussed with them. Brandon Strelow noted replies have not been received from Clean Water Fund regarding change orders #3 and #5. There also has not been a reply from WI DNR regarding the letter sent by the attorney. Brandon is meeting with Troy to complete an overhaul of the O&M manual. O&M manual work regarding the new plant will be separated from the entire scope of work. The flow data has been corrected and is now accurate. The weir for the outfall pipe is being fabricated. Staab is aware of work that needs to be completed in spring.

Agenda item #5/Lilly/Lilac Road and East Frontage Road sewer extensions and any needed action regarding Lilly/Lilac and East Frontage Road extensions – WI DNR had asked for a thirty-day extension to review the plans and that deadline is today, but the district will have to accept another thirty-day extension. The WI DNR does not foresee any issues with this project being approved. The wetland permit paperwork submitted is in process and WI DNR hopes to have this done no later than 1/17/2022.

Agenda item #6/Maintenance and operations report and any needed action by board. Review of master map and any needed action – Troy Schaden reported on January 1, 2022, the outfall was shut down for winter and the

plant is winterized. Troy is making sure to process influent samples. All other operations are going well. Troy will order some hoses for the influent sampler.

Agenda item #7/American Rescue Plan Act update and any needed action by board – There is no update regarding this agenda item.

Agenda item #8/Review and approval of expenditures and report from clerk and any needed action by board – A register all checks issued since the last meeting was reviewed. Doug Allen made a motion to approve the expenditures and the motion was seconded by Dan Herzberg. The motion carried with Allan and Herzberg in favor.

Set next meeting date: Due to a conflict for a board member, the next meeting will occur on Monday, February 28, 2022, at 6:30 p.m. Dan Herzberg made a motion to adjourn this meeting at 7:00 p.m. and Doug Allen seconded the motion. The motion carried with Allen and Herzberg in favor. Minutes recorded by Terry Malcheski