

**Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, March 21, 2022**

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 Brandon Strelow from Cedar Corporation. Others in attendance: Dick Foster, Christ St. Augustine, and Frank Pomprowitz.

Approve agenda for March 21, 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 all in favor.

Approve minutes from February 28, 2022 – Doug Allen made a motion to approve the minutes from the February 28, 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 - Discussion of liquidated damages with representatives of Staab Construction Corporation and any needed action. 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 – Staab Construction has offered \$3,353.00 to provide weir for outfall discharge pipe, in lieu of liquidated damages. They will also work with Cedar Corporation regarding brass fittings in the chemical feed system. The replacement of the fittings is needed due to damage by ferric acid and is related to improper installation. This will need to be completed by April 1 when discharging will begin. Chad Fischer made a motion to accept this proposal by Staab, and the motion was seconded by Dan Herzberg. The motion carried with all in favor. The final change order will be presented at the April meeting.

On March 30, 2022, from 11 a.m. until noon a conference call will be held with Bob Hannes and others of WI DNR to discuss the change order that is still pending for the work done by DeGroot at the treatment plant. Brandon Strelow, Dennis Steigenberger, Dan Herzberg, and the attorney for the district will also participate in the call.

Agenda item #2/Lilly/Lilac Road and East Frontage Road sewer extensions. Discuss bidding and the Special Assessment processes and any other needed action regarding Lilly/Lilac and East Frontage Road extensions – Dan Herzberg indicated he contacted Oconto County regarding paving of Lilac/Lilly and East Frontage Roads and at this time they do not know what the price of asphalt will be. Dan recommends adding paving/asphalt to the bid. Approximately 340 tons is needed (280 for Lilac/Lilly Rd and 60 for East Frontage Rd). Brandon will consult with Dennis Steigenberger about setting up as an alternate bid.

Chris St. Augustine and Dick Foster, representatives of Sobieski Land Development, presented to inquire as to when they can expect reimbursement (in the form of deferred special assessments) for the lift-station they paid to have constructed on East Frontage Road, south of County S. The deferred special assessment on the benefited properties is to be collected and remitted to them for the costs they incurred to construct the lift-station. The board indicated the deferred special assessments will come due when the sewer-main (service is developed) is provided to the benefitted properties.

Brandon reported Oconto County provided the permit today for crossing County S. Dan indicated the town has identified funds from the American Rescue Act to assist with costs of the extension on Lilly/Lilac Roads. Ideally the sanitary district needs to know the amount the town is designating to the district for this project. The schedule for the project is to advertise the bid and have a bid opening on April 18, 2022, at 11 a.m. at the offices of Cedar Corporation on Bellevue St. in Green Bay. Bids will be mailed to Cedar Corporation. A notice will be posted in the event a quorum of the commissioners exists at the bid opening.

Agenda item #3/Maintenance and operations report and any needed action by board – Discharging will begin April 1 and Brandon is available if Troy needs any assistance with start-up.

Agenda item #4/Review of master map and any needed action – Locates for the master map have been completed and one manhole still needs identification, it is likely buried under asphalt and another manhole is still covered with snow. Survey work is almost completed. The goal is to have GIS system and paper. The town could also add on to this project. \$15K has been budgeted for the work in 2022. Brandon will for now get the map books in progress.

Agenda item #5/American Rescue Plan Act update and any needed action – Funds from the American Rescue Plan have been identified by the town to assist with asphalt costs/road restoration to Lilly/Lilac Rd. after the sewer extension. Perhaps the town can also utilize some of the funds to join in with the sanitary district on the GIS system.

Agenda item #6/Review and approval of expenditures, report from clerk and any needed action by board– A listing of all the expenditures was provided to each board member for review. 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, April 18, 2022, at 6:30 p.m. Dan Herzberg made a motion to adjourn this meeting at 7:15 p.m. and Doug Allen seconded the motion. The motion carried with all in favor. Minutes recorded by Terry Malcheski