

**Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Budget Hearing for 2023 Budget
Monday, October 17, 2022**

The 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 and district residents Cory and Laura Williams. Absent: Troy Schaden.

Approve agenda for October 17, 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 Allen, Fischer, and Herzberg (all) in favor.

Approve minutes from September 19, 2022– Doug Allen made a motion to approve the minutes from the September 19, 2022, meeting as presented, and Chad Fischer seconded the motion. The motion carried with Allen, Fischer, and Herzberg (all) in favor.

Agenda item #1/Discussion and possible approval of 2023 budget, which may include approval of a tax levy for the December 2022 property tax bills and approval of a sewer service rate increase, if necessary, with effective date January 1, 2023. The commissioners may also act on other fees associated with the budget process (connection fees, permit fees, etc.) Public Budget Hearing: No public comments. Budget was reviewed. Motion by Chad Fischer to accept the 2023 budget without a rate increase for 2023 and to levy a tax to raise \$15,000.00. The motion was seconded by Doug Allen and the motion carried with Allen, Fischer, and Herzberg all in favor.

Agenda item #2/ Discussion and possible action and execution of needed documents regarding stub lateral installation at property on Tanglewood Dr. – Cory and Laura Williams own property on Tanglewood Dr and are considering placing an additional building on their property and possibly having plumbing fixtures in the building. Brandon Strelow reviewed the process for requesting installation of a stub lateral to service this building. They were provided information regarding connection and permit fees, engineering fees and an estimate of costs for a contractor to place a stub lateral at the main to the right-of-way. There would be additional costs for extending the lateral from the right-of-way to the building.

Agenda Item #3/Phosphorus reduction/plant upgrade including possible approval of payment request(s) and/or change request(s) from Staab Construction Corporation, execution of any needed documents for Clean Water Fund loan, and any other needed discussion and action by the board relative to this project – Brandon Strelow reported he has received the specifications and references from Nexom for the vendor they propose using for the chemical pump replacements. Brandon reached out to the references and no issues were indicated. Krakow sanitary district uses the same pump and reports it is very user friendly. Dan Herzberg made a motion to approve Nexom to proceed with vendor they've chosen and install the pumps. The motion was seconded by Chad Fischer and the motion carried with all in favor. Brandon supplied Staab with a list of items that need to be addressed. He met with them on-site on October 4 and reviewed all the issues on the list that need to be completed. Some rocks and debris were removed, and some reseeding was done. Chad Fischer informed Brandon there are some issues with grading and holes along fence line and this is causing some issues with grass cutting. Sump pumps are corroded and will be replaced. The run times of the pumps are up a bit and Brandon made Troy aware of this and to monitor. There is some sand in the pit.

Agenda item #4/Lilly/Lilac Road and East Frontage Road sewer extensions. Update on status of project and any needed action by board. Review and possible action on implementing method/process of collecting deferred special assessments and any other needed action regarding Lilly/Lilac and East Frontage Road extensions – Dan Herzberg reported he had to make an executive decision when the contractor was proceeding with work on Lilly/Lilac Road due to a design issue that was impacting a couple of property owners. Dan indicated he made the decision for another manhole to be added to the project, due to the locations of current holding tanks and for ease

of stub lateral installation. Some rock has been encountered doing the project, approximately 40 cu ft. A change order in the amount of \$20,469.65 was reviewed and this is for the cost of rock removal (\$4800) and the installation and materials for an additional manhole. Dan Herzberg made a motion to accept the change order (change order #2) and the motion was seconded by Chad Fischer. The motion carried with Allen, Fischer, and Herzberg all in favor. Dan Herzberg executed his signature on all copies of the change order. Brandon reported DeGroot is ahead of schedule. The county will be paving, but they communicated they would like to put the binder down this year and surface finish next year. The board agrees with this.

Agenda item #5/Discussion and possible action on maintenance and operations report from plant operator – Troy Schaden was unable to attend tonight’s meeting, but he reported to Dan Herzberg there are no issues. LW Allen was out today to resolve some of the communication issues with the lift-stations.

Agenda item #6/Review and approval of expenditures and discussion and possible action on report from clerk/secretary board – The expenditures were reviewed, and each member was supplied with the details of the expenditures that occurred since the last meeting. Chad Fischer made a motion to approve the expenditures and the motion was seconded by Doug Allen and the motion carried with Allen, Fischer and Herzberg all in favor.

Agenda Item #7/Review and possible action on Statement of Values and Commercial Insurance Policy renewal – Vincent Urban and Walker issued a statement of values for the board to review. Motion was made by Chad Fischer to approve the statement of values and the motion was seconded by Doug Allen. The motion carried with all in favor. Dan Herzberg executed signature on the statement of values. The statement will be e-mailed back to the insurance representative at Vincent, Urban and Walker.

Agenda Item #8/Set next meeting date - Dan Herzberg made a motion to adjourn the meeting at 7:40 p.m. and the motion was seconded by Chad Fischer. The motion carried with all in favor. The next meeting is scheduled for Monday, November 21, 2022, at 6:30 p.m.

Closed Session: The Committee May Convene into Closed Session Pursuant to WI Stat. 19.85 (1) (C) to Consider Employment, Promotion, Compensation and/or Performance Evaluation Data of any Public Employee

At this time Dan Herzberg made a motion to move to closed session pursuant to WI Stat. 19.85 (1) (C) to Consider Employment, Promotion, Compensation and/or Performance Evaluation Data of any Public Employee. The motion was seconded by Chad Fischer and the motion carried with all in favor.

Terry Malcheski – Clerk/Secretary