

**Little Suamico Sanitary District #1  
Minutes of Monthly Meeting  
Monday, March 20, 2023**

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

**Approve agenda for March 20, 2023**– 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 February 15, 2023** – Doug Allen made a motion to approve the minutes from the February 15, 2023, 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 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** – In the absence of Brandon Strelow, Dan Herzberg provided an update on the treatment plant project. Staab continues to do work at the plant, specifically restoration work after the chemical leak and the chemical skid is installed but work on the controls is still in progress. The plant will start up on April 4 to begin discharge process.

**Agenda item #2/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** - DeGroot will be back to complete the project. It was noted that the deferred special assessments are to be paid to the sanitary district. If not paid in full by November 15, 2023, the deferred special assessment will be placed on the property tax roll for collection. After the final costs of the project have been determined, a final special assessment hearing will be held. The collection of that special assessment will begin via the property tax roll November 15, 2024. Commissioner Herzberg will inquire of Cedar Corporation regarding the status of stub laterals installed on East Frontage Road, particularly the property owned by Greaves. Further discussion needs to be had regarding the date property owners are required to connect by.

**Agenda item #3/Discussion and possible action on maintenance and operations report from plant operator** – Troy Schaden reported Crane Engineering will install the interior valve. The lift-station on Grosse Road (#3) needs a new pump.

**Agenda item #4/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. The motion carried with Allen, Fischer, and Herzberg all in favor.

**Agenda Item #5/Set next meeting date** - Dan Herzberg made a motion to adjourn the meeting at 7:05 p.m. and the motion was seconded by Doug Allen. The motion carried with all in favor. The next meeting is scheduled for **Monday, April 17, 2023, at 6:30 p.m.** Recorded by: Terry Malcheski -Clerk