

**Little Suamico Sanitary District #1  
Minutes of Monthly Meeting  
Monday, April 17, 2023**

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

**Approve agenda for April 17, 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 March 20, 2023** – Doug Allen made a motion to approve the March 20, 2023, meeting minutes as presented, and Chad Fischer seconded the motion. The motion carried with Allen, Fischer, and Herzberg (all) in favor.

**Agenda Item #1/Lauren Truttmann 1335 Krause Road** – Lauren has an outbuilding on her property and desires to operate a bakery from the building. Customers will not be serviced from this building. Due to the size of the parcel, the parcel can't ever be split. For this reason, the board agreed to permit Lauren to connect the outbuilding into the existing lateral for her home. Lauren was advised that an injection pump may be needed. The board determined due to all connections occurring on private property there aren't any permits needed from the sanitary district, there will be no new connection fee and the residential unit equivalent (RUE) for the addition of servicing the outbuilding is 0.50 RUE, for a total of 1.50 RUE for her property at 1335 Krause Road.

**Agenda Item #2/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 Staab has replaced/repared all items at the plant that sustained damage during the chemical leak. The plant had post-winter start-up on April 4. It is noted the pumps are not communicating with the PLC and Nexom is working with LW Allen to rectify the situation and will be onsite on April 19. Brandon reviewed the final requirements for the Clean Water Fund loan. The discharge at the plant does not meet the current phosphorus requirements of WI DNR as outlined in discharge permit and this is due to sand filter issues from winter. Board members indicated to hold closing out the Clean Water Fund loan until the phosphorus limit of 0.075 parts per million is met.

**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** – Brandon indicated DeGroot will return to do final restoration after the weather improves. There is some settling in the roadway (Lilly and Lilac Roads) where laterals crossed. As for the East Frontage Road project, letters were sent to all property owners requesting them to mark where they wanted the stub lateral installed to their property. One property owner with an existing building on a temporary holding tank didn't respond to the letter nor mark where they wanted the stub lateral installed, and consequently one wasn't placed by the contractor. It is now the responsibility of the property owner to arrange with the contractor (DeGroot) to have the stub lateral installed and to pay all associated costs. Richard Foster was present to inquire about the deferred special assessment that is owed to Sobieski Land Development. This deferred special assessment was levied against the East Frontage Road property owners for their costs of the construction of the lift-station on East Frontage Road, south of County S. Sobieski Land Development paid the full cost to have the lift-station installed. The sanitary district did send notices to East Frontage Road property owners notifying them the deferred special assessment is now due and has received payment from approximately 2/3 of the property owners. The board inquired if Sobieski Land Development would like the district to reimburse them what has been collected to date. Mr. Foster indicated he will advise the district at the May meeting.

**Agenda item #3/Discussion and possible action on maintenance and operations report from plant operator** – Troy Schaden reported WI DNR sent an e-mail indicating they are going to come and do their own WET test, this after Troy had inquired of them if they could do this and they replied they could not. Troy then made arrangements with a vendor to have the WET test performed. Dan Herzberg recorded there was a blockage on private property at the SE corner of Ball Park Road and County J.

**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 Dan Herzberg. 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 7:20 p.m. and the motion was seconded by Doug Allen. The motion carried with all in favor. The next meeting is scheduled for **Monday, May 15, 2023, at 6:30 p.m.** Recorded by: Terry Malcheski -Clerk