

**Little Suamico Sanitary District #1
Minutes of Monthly Meeting
Monday, June 19, 2023**

The 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

Approve agenda for June 19, 2023– Chad Fischer made a motion to approve the agenda for the meeting. The motion was seconded by Doug Allen and the motion carried with Allen, Fischer, and Herzberg (all) in favor.

Approve minutes from May 15, 2023 – Doug Allen made a motion to approve the May 15, 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/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 Nexom provided a quote to assist with plant start-up and the sanitary district issued a purchase order for this. Nexom reviewed procedures with Troy Schaden to ensure proper shut-down. They can provide shutdown and start-up assistance yearly if the district desires this. The phosphorus levels are averaging approximately 1.4 and progress is being made toward achieving the limit of the discharge permit. Capacity at the treatment plant has also improved. Staab approached Brandon with a proposal to share costs associated with the chemical leak and Brandon advised them to submit their final payment request. Staab has submitted Contractor's Application for Payment #13 in the amount of \$25,000.00. Chad Fischer made a motion to approve payment request #13 and the motion was seconded by Doug Allen. Brandon will have the payment request submitted to Clean Water Fund. The motion carried unanimously. Brandon said some tasks associated with the WI DNR/Clean Water Fund close-out checklist still need to be accomplished.

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 reported DeGroot did some restoration work and patching on East Frontage Road. The county needs to address shoulder restoration on East Frontage Road and perform paving of Lilac Road, which is tentatively scheduled for next week. DeGroot will likely submit their final payment request in July. After all costs are tabulated, Brandon can compile the engineer report for special assessments.

Agenda item #3/Discussion and possible action on maintenance and operations report from plant operator –The board concurred that Troy would benefit from having help with monitoring operations at the treatment plant. The board made a motion to hire Rick Boucher at a per hour wage to assist Troy; motion made by Chad Fischer and seconded by Dan Herzberg. The motion carried with all in favor. Rick has experience working in other sanitary districts. At this time, the board also made an adjustment to Troy Schaden's hourly wage as well as the hourly wage of the Secretary. A motion was made by Chad Fischer to adjust the hourly wage of the plant operator and the secretary, and the motion was seconded by Dan Herzberg. The motion carried with all in favor. Troy presented the 2022 Compliance Maintenance Report for submission to WI DNR by June 30, 2023. The CMAR was reviewed. Chad Fischer made a motion to accept the CMAR and the motion was seconded by Dan Herzberg. The motion carried with all in favor. Resolution #06192023-01 is assigned. Troy has obtained some quotes for the reject pumps. A new motor was installed in the lift-station at the mobile home park. Work will be performed in August on the Grosse Road lift-station.

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. CLA has completed the 2022 audit and financial reports. A copy of the 2022 audit report/financials were supplied to WI Clean Water Fund, Associated Bank, and each board member. Clarification was provided to the secretary that LS Tractor is connected as of February 1, 2023.

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 Chad Fischer. The motion carried with all in favor. The next meeting is scheduled for **Monday, July 17, 2023, at 6:30 p.m.** Recorded by: Terry Malcheski -Clerk