

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

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

**Approve agenda for July 17, 2023**– Doug Allen made a motion to approve the agenda for the meeting. The motion was seconded by Dan Herzberg and the motion carried with Allen, and Herzberg (all) in favor.

**Approve minutes from June 19, 2023** – Doug Allen made a motion to approve the July 17, 2023, meeting minutes as presented, and Dan Herzberg seconded the motion. The motion carried with Allen 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** – At the June meeting the final payment request from Staab was approved. Brandon presented the Clean Water Fund close-out documents and appropriate signatures were executed.

**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 provided an update regarding project costs to date. DeGroot is under projected cost, engineering is under projected cost, but paving is about double what was projected. Brandon presented change order #5 from DeGroot for approval. A motion was made by Dan Herzberg to approve change order #5 and the motion was seconded by Doug Allen. The motion carried with all in favor. Dan reported a property owner in the Lilly/Lilac area inquired about gravel and another inquired about the special assessment. An invoice was received from Oconto County for paving of East Frontage Rd. and the board approved remitting payment to them.

**Agenda item #3/Discussion and possible action on maintenance and operations report from plant operator** –The operations report was supplied by Troy Schaden. Phosphorus levels at the plant are trending down with the latest level of 0.13. Two reject pumps need repair; one will be repaired by Vac Pump and Compressor for about \$950 and the other isn't worth repairing. A new pump can be purchased for approximately \$2200.00. The board authorized purchasing two pumps, with one to serve as a spare.

**Agenda item #4/Review CLA 2022 Audit Results with possible action** – Commissioners were supplied the audit report/financial statements for 2022 and have no further questions regarding the audit report.

**Agenda item #5/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. Dan Herzberg made a motion to approve the expenditures and the motion was seconded by Doug Allen. The motion carried with all in favor. Actual expenses compared to the 2023 budget were reviewed.

**Agenda Item #6/Set next meeting date** - Dan Herzberg made a motion to adjourn the meeting at 7:00 p.m. and the motion was seconded by Doug Allen. The motion carried with all in favor. The next meeting is scheduled for **Monday, August 21, 2023, at 6:30 p.m.** Recorded by: Terry Malcheski -Clerk