

**Little Suamico Sanitary District #1  
Minutes of Monthly Meeting  
Monday, October 16, 2023**

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

Budget Hearing for 2024 Proposed Budget: No public comments. Budget hearing closed.

**Approve agenda for October 16, 2023**– Dan Herzberg made a motion to approve the agenda for the meeting. The motion was seconded by Chad Fischer and the motion carried with Fischer and Herzberg (all) in favor.

**Approve minutes from September 18, 2023** – Chad Fischer made a motion to approve the September 18, 2023 meeting minutes as presented. Dan Herzberg seconded the motion and the motion carried with all in favor.

**Agenda Item #1/Discussion and possible approval of 2024 budget, which may include approval of a tax levy for the December 2023 property tax bills and approval of a sewer service rate increase, if necessary, with effective date January 1, 2024. The commissioners may also act on other fees associated with the budget process (connection fees, permit fees, etc.)** – The draft of the proposed budget for 2024 was reviewed. Chad Fischer made a motion to levy a tax to raise \$15,000.00, not make any changes to the sewer use fee or other fees, and to approve the budget as presented. The motion was seconded by Dan Herzberg and the motion carried with all in favor.

**Agenda item #2/Lilly/Lilac Road and East Frontage Road sewer extensions: Update, discussion, possible action** – Deferred special assessments levied on East Frontage Road properties have been collected and some amounts are still outstanding. Partial payment of the deferred special has been made to Sobieski Land Development and Chad Fischer made a motion to pay Sobieski Land Development in full. The motion was seconded by Dan Herzberg and the motion carried. Regarding the requirement time for properties to connect to the sewer, Brandon Strelow noted the ordinance indicates 90 days to connect. The board wants to change the ordinance to allow one year to connect and to also permit the sanitary district to provide some financing assistance to existing homes when they are required to connect to a new sewer extension. The ordinance should also have changes made to it regarding grinder pumps. Dan Herzberg made a motion to have Brandon Strelow begin the process for revising the sewer use ordinance and Chad Fischer seconded the motion. The motion carried with all in favor.

**Agenda item #3/Discussion and possible action on maintenance and operations report from plant operator** –The operations report was supplied by Troy Schaden. A clean out near the road on Daisy Court needs a new 4" cap and Troy will complete this. There is grit getting into the system at the treatment plant. The gravel filter could be a possible source. This has caused some issues with pumps. Great Lakes will come and televise the plant. LW Allen came and picked up the pumps and grit is the issue and not the prior flooding at the plant. Options given by LW Allen for pumps were reviewed and a motion was made by Dan Herzberg to proceed with double sealed gear at a cost of \$29,010.00. This option is more resistant to grit. The motion was seconded by Chad Fischer and the motion carried with all in favor. Installation will occur in approximately 10 to 12 weeks. Dan Herzberg signed the proposal for the sanitary district. Brandon will follow up with WI DNR regarding the discharge permit and will also update them on the pump issues we're having, and that pumping will occur through December at about 40 gallons per day. Troy will investigate the reject pump situation.

**Agenda Item #5/Review and approval of expenditures. Report from clerk/secretary and possible action by board** Each board member was provided with a detail of the expenditures incurred since the September meeting and those were reviewed. Chad Fischer made a motion to approve the expenditures and the motion was seconded by Dan Herzberg. The motion carried with all in favor.

**Agenda Item #6/Set Next Meeting Date** – Chad Fischer made a motion to adjourn the meeting at 7:34 p.m. and the motion was seconded by Dan Herzberg. The motion carried with all in favor. The next meeting is scheduled for **Monday, November 20, 2023, at 6:30 p.m.**