

**Little Suamico Sanitary District #1  
Minutes of Monthly Meeting  
Monday, April 21, 2025**

The meeting was called to order by Dan Herzberg at 6:30 p.m. **Present:** Doug Allen, Chad Fischer, Dan Herzberg, Troy Schaden, Terry Malcheski, and Brandon Strelow from Cedar Corporation. Others present: Kathy, John and C.J. Greaves.

**Approve minutes from March 17, 2025** – Dan Herzberg made a motion to approve the March 17, 2025, meeting minutes as presented. Chad Fischer seconded the motion, and the motion carried with Fischer and Herzberg in favor. Doug Allen abstained due to absence.

**Approve agenda for April 21, 2025** – Doug Allen made a motion to approve the agenda for the meeting and a second was made by Dan Herzberg. The motion carried with Allen, Fischer and Herzberg (all) in favor.

Correspondence – none

**Agenda Item #1 - Review Bids for Wastewater Treatment Plant – Lagoon Valve Replacement Project and Possible Award of Contract** – Brandon Strelow reported the notice of requests for bids was published. One bid was received in the amount of \$150,000 from Advance Construction. Because Brandon is not familiar with Advance Construction, he did inquire of his professional colleagues, and they all spoke favorably of them. A sub-contractor will do the diving portion of the project. The bid analysis was reviewed, as well as the scope of work that will be done. Cedar Corporation will supervise the project when Troy Schaden is unavailable, and they will perform this via an hourly rate. A motion was made by Chad Fischer to accept the bid from Advance Construction in the amount of \$150,000 and the motion was seconded by Doug Allen. The motion carried with Allen, Fischer and Herzberg all in favor. The substantial completion date for the project is July 29, 2025.

**Agenda item #2 - Stub-lateral Greaves' property East Frontage Road discussion and possible action**

Dan Herzberg reviewed the East Frontage Road sewer extension project and because the property owner did not respond to correspondence from the district regarding where they would like the stub later placed, one was not installed for their property. After the project was started, the contractor was willing to install one via a change order to the contract with an estimate of \$30k to \$40K. The proposal via a change order to the contract was rejected by the district, due to the special assessment process that had already been finalized prior to the start of the project. Because the property has a temporary holding tank granted via Oconto County, the property is required to connect to the sanitary sewer. Brandon Strelow reviewed the drawings of the sewer-main and laterals. Brandon reviewed the bid process and its costs and explained that the sanitary district seeks bids from contractors that are vetted by the district. The Greaves have a contractor they would like to be included in the request for bids notification and Brandon will be sure to include this contractor.

**Agenda Item #3 - Update connections pending East Frontage and Lilly Lilac Road Sewer Extensions with possible action** – No updates currently.

**Agenda Item #4 - Update regarding easement at Zepnick Property (FKA Kussow property) and any needed action** – No updates currently.

**Agenda Item #5 - Maintenance and operations report: Update, discussion, DNR report non-compliance, backflow preventer inspection, possible action** - The district received a Notice of Non-Compliance from WI DNR and the district needs to respond with an action plan. Troy Schaden needs to acknowledge the inspection report. Dan Herzberg reported he attended the Town Annual Meeting and provided an update to the town's people. A towns person inquired about metering and Dan explained the process of

metering is cost prohibitive for the district. Troy Schaden noted during a recent heavy rain; 150,000 gallons of influent occurred. Discharging started a week later than usual due to filter cleaning performed during the first week. There are high flows coming from the mobile home park. Troy feels the discharging volume is ahead of the game in comparison to this time last year. He also feels the valve that was propped open may have crept shut a bit.

**Agenda Item #6 - Ball Park Road sewer service versus on-site to properties west of the sewer-main line and possible action** – Currently sewer-main ends near 4968 Ball Park Road and areas to the west are being developed, beyond what the district had originally anticipated a few months ago, when a developed had inquired about extending sewer service. Since that time, the Oconto Falls School District has also sold their twenty acres and other development inquiries have been received from Oconto County regarding whether the district will permit an on-site system. The board asked Brandon if it is feasible to extend sewer-main to the west. Brandon reviewed the acreage, wetlands and depths and indicated a sewer extension could be done at a rough estimate of \$430K. The board will investigate this further.

**Agenda Item #7-Report from clerk/secretary, review expenditures, 2024 audit results with possible action** – A copy of the 2024 audit report from CliftonLarsonAllen (CLA) was provided to each board member and there aren't any questions or concerns. Dan Herzberg accepted the audit from CLA on behalf of the sanitary district. A check register/record of the expenses that occurred since the March meeting was provided to each board member and reviewed. Chad Fischer made a motion to accept the expenses, and the motion was seconded by Doug Allen. The motion carried with all in favor.

**Set Next Meeting Date** – The next meeting will occur on Monday, May 19, 2025, at 6:30 p.m. Dan Herzberg made a motion to adjourn the meeting at 7:50 p.m. with a second by Chad Fischer and all in favor.

**Recorded by Terry Malcheski**