

Little Suamico Sanitary District #1
Minutes of 2026 Budget Public Hearing and Monthly Meeting
Monday, October 20, 2025

Attendance: Chad Fischer, Dan Herzberg, Douglas Allen, Terry Malcheski and Brandon Strelow from Cedar Corporation. Troy Schaden and Ryan Radue arrived at approximately 7:00 p.m.

Dan Herzberg made a motion to open the public hearing at 6:30 p.m. for comments on the proposed budget for 2026. The motion was seconded by Chad Fischer and the motion carried with Allen, Fischer, and Herzberg all in favor.

The proposed 2026 budget was reviewed by the board. Public comments were not provided, as there were not any members of the public present at the public hearing. Dan Herzberg made a motion to close the public hearing at 6:35 p.m. and the motion was seconded by Chad Fischer. The motion carried with Allen, Fischer, and Herzberg all in favor.

The regular monthly meeting was called to order by Dan Herzberg at approximately 6:40 p.m.

Approve minutes from September 15, 2025 – Chad Fischer made a motion to approve the September 15, 2025, meeting minutes as presented. Dan Herzberg seconded the motion, and the motion carried with Fischer and Herzberg in favor. Allen abstained due to absence at the September meeting.

Approve agenda for October 20, 2025 – Dan Herzberg made a motion to approve the agenda for the meeting. Chad Fischer seconded the motion, and the motion carried with Allen, Fischer, and Herzberg in favor (all in favor).

Agenda Item #1 - Discussion and possible action on 2026 budget, which may include approval of a tax levy for the December 2025 property tax bills and approval of a sewer service rate increase, if necessary, with effective date January 1, 2026. The commissioners may also act on other fees associated with the budget process (connection fees, permit fees, etc.) - Dan Herzberg made a motion to approve the budget for 2026, which includes a tax levy to raise \$15,000.00 and to maintain the sewer use rate for 2026 at \$60.00 per month, per one residential unit equivalent or \$180.00 per quarter, per one residential unit equivalent. The motion was seconded by Chad Fischer and the motion carried with Allen, Fischer and Herzberg all in favor.

Chad Fischer made a motion to move to discussion of agenda item #3 and defer agenda item #2 until the party arrives to the meeting. The motion was seconded by Dan Herzberg and the motion carried with all in favor.

Agenda Item #3 - Stub-lateral installation at Greaves property on East Frontage Road progress update and possible action – Brandon Strelow reported he spoke with a representative from Advance and they indicated they will not be able to complete this project until next year and **no estimated date of completion was provided (corrected per review at November 17, 2025 meeting)**. The board indicated they are copacetic with this, as there is a holding tank at the property. They confirmed the cost of the contract is \$10,000.00. Brandon indicated he will have agreements present at the November 2025 meeting.

Agenda Item #4 - Lagoon Valve Replacement Project – Progress update and Possible Action – Brandon reported Advance has indicated to him they are experiencing delays in proceeding with installation of the valves. They indicated they are having difficulty communicating with their sub-contractor that will do the diving. Brandon will have his colleague, Doug, speak to Advance tomorrow about this and indicate to them they will need to acquire a different sub-contractor that can do the diving, as this project has been in process now since September and the valves need to get installed at the treatment plant as soon as possible. It was also noted the standard completion date for this project has passed and a change order will be needed for a time extension. Brandon will keep Dan apprised of the diver situation.

Agenda Item #5 - Maintenance and operations report: To include selection of vendor for snowplowing winter 2025/2026 and update of operations with discussion and possible action – Mike Mahr from Quality Construction and Snowplowing (QC&S) inquired if the district would like him to do the snowplowing again for this upcoming winter season. Troy indicated he has not experienced any issues with the snowplowing performance and thus the board agreed to maintain him as the vendor for the upcoming winter season. Dan Herzberg indicated Cindy Beeler is happy with the restoration work done at her property by Birr's Backyard and Beyond. Troy reported there were deceased frogs at the bottom of the first filter. He suspects they came through via the pump. As the pond levels drop, the lab numbers have been creeping up a bit and there is algae. Need to reiterate to Advance that now is the perfect time to begin the valve project (diver) while the ponds are at low levels. The lift-stations are all operating well and Great Lakes will be out to do sewer line televising. Regarding the WPDES permit renewal, WI DNR has

questions on the standard operating process (SOP) for chemical dosing. The air-release valve was plugged on County S and this was cleaned out by Sabel.

Agenda Item #6 - Sewer Use Ordinance/User Charge System review and to include review of residential units for additional buildings or businesses sharing space– progress update with possible action – Dan Herzberg reported the residential unit equivalents charged to Hugo Trucking will be reviewed in the future, once the town/county have established a Condition Use Permit with them. The Sewer Use Ordinance User Charge System contains criteria for calculating the residential unit equivalent for multiple businesses located within one building and for calculating the residential unit equivalent for other commercial properties. Roy Wenzel reported to the sanitary district that there are currently seventy-seven dwellings (including campers) at the mobile home park.

Agenda Item #2 - Review process and feasibility of providing sanitary sewer to proposed development off Mourning Dove Road, which is in the boundaries of the sanitary district and possible action – Ryan Radue was present to discuss with the board the availability/feasibility of providing sanitary sewer to a proposed development known as Riverside Acres. The development is off Mourning Dove and near the intersection of Allen Road. The property is in the sanitary district and sewer-main is present at Allen Road. Dan indicated they will need to connect to the sanitary sewer system via a sewer extension. Brandon Strelow reviewed the process with Ryan and explained the sanitary district's engineer, Cedar Corporation, completes the design and the sanitary district secures the contractor via a bidding process. Cedar Corporation prepares the bid documents and oversees the bid process. The developer pays all costs, and the developer enters into a development agreement with the sanitary district. An approved plat will need to be submitted to the sanitary district board, and the sewer extension needs to be approved by the Wisconsin Department of Natural Resources (WI DNR). Their approval process typically takes 30 to 60 days. The bid process could start in March or April of 2026 with construction in late spring/early summer.

Agenda Item #7 - Review proposal from Family Insurance Center for Commercial Package and Worker Compensation with discussion and possible action – After reviewing the proposal submitted by Family Insurance Center and comparing their proposal to the current policy renewal rate, the board determined to maintain the relationship with the current agent, Green Bay Insurance Services. West Bend Mutual provided the district with a notice they are no longer providing Worker Compensation coverage, and the new carrier is Society Insurance.

Agenda Item #8 - Commissioner terms: Chad Fischer term to expire April 2026, Dan Herzberg term expires April 2028 and Doug Allen term expires April 2030 - discuss for informational purposes and inform town clerk need for election in April 2026
– Chad Fischer is up for re-election in April 2026. He plans to obtain election papers and submit them to the town clerk.

Agenda Item #9 - Report from clerk/secretary, review expenditures, and possible action - The expenses that have occurred since the September meeting were supplied to the board members and were reviewed. Dan Herzberg made a motion to approve the expenditures, and the motion was seconded by Chad Fischer. The motion carried with all in favor.

Set Next Meeting Date – The next meeting will occur on Monday, November 17, 2025, at 6:30 p.m. Dan Herzberg made a motion to adjourn the meeting at 7:18 p.m. with a second by Chad Fischer and all in favor.

Recorded by Terry Malcheski