

**Little Suamico Sanitary District #1**  
**Minutes of Monthly Meeting**  
**Monday, December 15, 2025**

Attendance: Dan Herzberg, Chad Fischer, Terry Malcheski, and Troy Schaden

Absent: Doug Allen and Brandon Strelow

**Approve agenda for December 15, 2025** – Dan Herzberg made a motion to approve the agenda for the meeting and Chad Fischer seconded the motion. The motion carried with Fischer and Herzberg in favor (all in favor).

**Approve minutes from November 17, 2025** – Chad Fischer made a motion to accept the minutes from the November 17, 2025, meeting and the motion was seconded by Dan Herzberg. The motion carried with all in favor.

**Agenda Item #1 - Stub-lateral installation at Greaves property on East Frontage Road - update and possible action** – No update regarding this agenda item.

**Agenda Item #2 - Lagoon Valve Replacement Project – update and possible Action** – Payment request #1 in the amount of \$146,250.00 was submitted by the contractor for review and approval. Dan Herzberg made a motion to approve payment of pay request #1 and the motion was seconded by Chad Fischer. The motion carried with all in favor. Change order #1 in the amount of \$3,109.10 (addition to the contract) was submitted by the contractor for approval and review. The change order reflects extra work the contractor had to perform to remove concrete from around the 12" valve. The change order also provides a time extension to the substantial completion date. The valve project is now complete. Chad Fischer made a motion to approve change order #1 and the motion was seconded by Dan Herzberg. The motion carried with all in favor.

**Agenda Item #3 - Sanitary sewer extension to proposed development known as Riverside Acres – update, review estimate of project costs as prepared by engineer and possible action or approval of items relative to this project** – Dan Herzberg spoke with the town chair, Dale Mohr, about this project and Dale indicated to Dan the development has been approved by the town board and plan commission. There will be thirty-four lots in the subdivision. A developer agreement will need to be entered into between the developer, the sanitary district, and the town. Ceder Corporation will draw up the agreement and Dan will discuss the details of the agreement with Brandon Strelow of Cedar Corporation.

**Agenda Item #4 - Maintenance and operations report – update and possible action** – Troy Schaden reported the blacktop needs attention after the contractor was out at the plant working on the valve project. The blacktop is worse than before they started working there. The plant is now shut down for the winter. The WET test that was to be completed was cancelled due to cold weather. Crane Engineering will be out to install reject pumps this week.

**Agenda Item #5 - WPDES Permit – correspondence from WI DNR, review, and possible action** – Dan Herzberg reported the WPDES permit is out for public review for 30 days.

**Agenda Item #6 - Sewer Use Ordinance/User Charge System review and to include review of residential units for additional buildings or businesses sharing space – update with possible action** – The sanitary district will verify with the town clerk the status of a conditional use permit for a sign company occupying space at Hugo Trucking. Once the conditional use permit is verified, the business will have an additional 0.25 residential unit equivalent added to their quarterly sewer use invoice, per the Sewer Use Ordinance/User Charge System. Dan Herzberg pointed out that users can only be charged per the district ordinance and how the description of the property fits the ordinance.

**Agenda Item #7 - Report from clerk/secretary, review expenditure, and possible action** - The expenses that have occurred since the November meeting were supplied to the board members and 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. The 2025 budget compared to year to date was reviewed.

**Set Next Meeting Date** – The next meeting will occur on Monday, January 19, 2026, at 6:30 p.m. Dan Herzberg made a motion to adjourn the meeting at 7:01 p.m. with a second by Chad Fischer. The motion carried with all in favor.

Recorded by Terry Malcheski