

**Little Suamico Sanitary District #1
Meeting Minutes
July 9, 2009**

The meeting was called to order at 6:30 p.m. Present were Dave Szela, Mark Fischer, Lynn Bonk, Terry Malcheski, and Dean Steigenberger - Foth.

Prior to start of the meeting, Dennis Steigenberger, PE introduced himself. At this time, he will be serving as the engineering representative from Foth.

Agenda Item #1 Approve Minutes from June 11, 2009 Meeting

- Motion made by Mark Fischer to approve the minutes from the June 11, 2009 meeting. Lynn Bonk seconded the motion and the motion carried with all in favor.

Agenda Item #2/ Approve Agenda for July 9, 2009 Meeting

- Motion made by Mark Fischer to approve the agenda for the July 9, 2009 meeting. The motion was seconded Dave Szela. The motion carried with all in favor.

Agenda Item #3/ Maintenance and Operations Report

- Ken Yost suggested for CPR to come and change oil in pumps.
- Ken reported he inspected at Rustic Acres Mobile Home Park. Three clean-outs were disconnected and three new laterals were done. Send an invoice to Rustic Acres Mobile Home Park (Murphy Homes) for Ken's time to inspect removal of 3 clean-outs and 3 new laterals. Invoice should be 3 @ \$100^[h1] for laterals and 3 @ \$50 for the clean-outs for a total of \$450.00. Also send along 3 permits for the laterals. Additionally, inform property owner Ken Yost needs to be present for all future abandonments and new laterals. Permits are required and district needs to be informed of what infrastructure is existing and what has changed.
- Ken reported he can paint garage at plant, patch door, place trim, and siding for \$1600.
- A letter was received from WI DNR informing submissions of DMR, in the future, will need to be done electronically. Need to also respond regarding effluent Ammonia. Suggest re-circulate before sampling. Also monitor before start-up in winter.
- Ken reported the PH meter has been calibrated. The flow meters are calibrated annually through an outside company.
- Thermometers need to be replaced in sampler.
- A letter was sent to the DNR on 7/1/09 asking for permission to decrease lab sampling done to monitor influent and effluent. Supporting data was also sent along with letter.
- Board recommended eliminating weeds on berms.
- Dave Szela suggested parts be kept in stock for sand filter in the event spare parts are needed.
- Dave also suggested a culvert be installed on Melissa Blvd. to assist with alleviating frost heaving up the manhole cover in the winter. Estimate the leak is 5 to 10 gallons per minute. A solution is needed as this is a significant

- infiltration. Lynn Bonk will look over the situation and speak with the nearby property owner.
- Dave Szela reported he placed a culvert around lift-station #3 to divert groundwater away from the lift-station.
 - McKeefrey did not show for manhole work. Dave will seek a quote from another vendor to perform the manhole work north of the river. McKeefrey will do Lilly Road to County J manholes.

Agenda Item #4/Approval of Expenditures

Motion made by Dave Szela and seconded by Mark Fischer to approve the expenditures as outlined in the checkbook register. The motion carried with all in favor.

Adjournment

There being no further business a motion was made by Dave Szela to adjourn the meeting at 7:30 p.m. The motion was seconded by Mark Fischer and carried with all in favor.

The next meeting will be Thursday, August 13, 2009 at 6:30 p.m.

Terry Malcheski - Secretary