

Algoma Sanitary District #
Regular Monthly Meeting
Minutes – February 14, 2008 - 6:00 p.m.

- 1) Commission President Earl Lawrence, with Commissioner Michael Gelhar present called the regular monthly meeting to order at 6:00 p.m. Also present were Ray Edelstein, Kevin Mraz, and Rose Mraz. Commissioner Alexander Irvine was excused.
 - a) Earl noted that the District is using a tape recorder for the purpose of the minutes. No one else is using one.
 - a) **Mike made a motion to approve the minutes from the regular monthly meeting for January as presented second-Earl/carried unanimously.**
 - b) **Mike made a motion to approve the cash receipts & investments for Sanitary & Water for January/second-Earl/carried unanimously.**
 - c) **Mike made a motion to approve the pending bills for February as presented/second-Earl/carried unanimously.** Earl noted that Rose purchased a new computer on the credit card which will be capitalized.
- 2) Public Forum
 - a) Michael Hanten with Clean Water Testing attended the meeting.
- 3) Director's Report
 - a) Review of District statistics
 - i) These were given out previously.
 - b) Town of Omro
 - i) They are in the bidding process for a development of 17 homes near Sammers Bay.
 - c) Kevin is starting to post for the next operator position opening and said he has received a number of recommendations from various sources.
- 4) Kim Hanson's lawsuit is coming through again and Kevin once again requested to have our District taken out. This suit has been going on almost 4 years now with the District acquiring some administrative costs. Ray said the suit is still working itself out of the system.
- 5) Report from Committees
 - a) There was no meeting to report on, but there may be one in March.
- 6) Old Business
 - a) Sanitary sewer route to drinking water treatment facility #3.
 - i) Kevin is still working with the landowners yet; so there is no action on this.
 - b) Permit acquisition for drinking water treatment facility #3.
 - (1) The District held a workshop with some of the Town of Algoma board members. The town clerk said the District items will be put back on the next agenda as Dick Spanbauer told her to put it on per Terry. Sue does not have a written statement from Terry yet, and Kevin asked to receive this in writing. The Town needs someone from the previous no votes to put it back on the agenda. Sue told Kevin she will write up something and have the board member initial it.
 - c) Audit for 2007
 - (1) The District's audit will be February 26 and 27th and Rose said she is all set for it.
 - d) Prepayment of bonds from Wisconsin Public Land State Trust Fund. Rose called Public Lands and faxed the prepayment letter to them as the mailing didn't receive them. This will be wired out in March.
- 7) New Business
 - a) Discuss Clean Water Testing drinking water educational program proposal.
 - i) Michael Hanten explained that they work with towns to help people test their wells and would like to make it easy for people to test their water and understand their results. The District would need to take a week to give out bottles and then when the results are completed; Michael Hanten with Clean Water Testing would come back and hold a public meeting to discuss the results. The prices of the tests are reduced to participants.
 - (1) Earl explained that he believes it is a good program; however, he is not willing to sponsor the program through the District. The District would be willing to be a pick up and drop off point for bottles and samples. Mike Gelhar said he agrees that a program like this is good, but is better off coming from the Town. Michael Hanten said the Town told him to go to the District with the program.
 - (a) Ray mentioned that the District has a water committee and this could be put on their agenda to see if they are interested in the program. Earl said the Town has done a study like this one a number of years ago. Michael said the results will be confidential and that the homeowner will be paying for the tests. Michael said that if the program is offered, it will be completed even if only a handful of

residents are interested in it. His goal is to reach the homes not hooked up to the District's water. Kevin will call Clean Water testing when the next water advisory meeting is.

- b) Review site plan for drinking water treatment facility #3.
 - (1) Strand has a site plan to submit to the DNR. Kevin is trying to put a couple of modifications on it. Reduce some asphalt and change the flag pole slightly different than shown. If everything shifts, there could be a few more parking spots.
- c) Discuss the preliminary design report from Strand Associates.
 - i) The square footage of rooms can change without the scope of the project changing. Earl said he recently learned that offices could be modular which would cut down on permanent walls. He mentioned these can be found used from companies going out of business. The offices are sound deafening and the non supporting walls could cut down on other costs and requirements also. Companies would rather sell these than throw them out.
- d) Discuss the well #3 site investigation report from Strand Associates.
 - i) This report has been submitted to the DNR and the DNR has a 25 day review process. By the time all the permits are obtained, the District should have a response from the DNR.
- e) Discuss and act on task order 08-01 for Strand Associates final design.
 - i) Earl thanked Kevin for the good work with the development, reviewing and revising of the task order. Kevin said he made some pretty big modifications inside the well house recently and Strand was ok with these.
Mike made a motion to approve task order 08-01 for Strand Associates' final design of well facility #3 and administrative building subject to the Town Board approval for the CSM, zoning and conditional use permits/second-Earl/carried unanimously.
- f) Determine area to petition for water and sewer West of Horseshoe Road.
 - i) The District received a request to extend down for service and because of this would like to survey the other homes in the area to see what they want. Ray said he would prefer seeing all homes interested but there are several homes in the area which the District believes will say no and there would not be a lateral stubbed to homes not interested.
- g) Review the powers of the District according to WI Statute 60.77 (4) and (5).
 - i) Kevin highlighted the main points regarding what the District can and cannot do. Kevin said he just wants the Commissioners aware of and understand the statute.
- h) Discuss refinancing of State Trust Fund loan and GO notes.
 - i) Kevin said he talked to Dave Wagner with Ehlers. Kevin said Dave is doing a lot of work for the District currently and is striving to determine what can and cannot be refinanced. The GOB is due in 2013, and you cannot prepay this early. The District may wait until 2013 to refinance it even if it comes back at a higher rate. Public Lands could be refinanced at a lower rate now. Earl asked if refinancing would affect assessments the District has and Ray said they were based on the District's best estimate. Kevin will look into this and said the PSC could change rates based on this. Ray said to check with Rebecca of Quarles & Brady.
- i) Review proposals for office copier.
 - i) The District's current copier is 11 years old and may not last long. There is \$5,000.00 in the budget for a new copier. The District has proposals for digital copiers which also hook up to the computers. If the District is able to salvage the existing copier, it could be put in the records room.
 - (1) Earl asked what the toner cartridges cost and to evaluate this for the copiers. Rose said the copiers act as a printer and copier with scanning abilities and could fax, but there is an additional charge for the part. The copiers will print up to 11x17. For larger, you are talking more money.
 - (a) Earl said that he will send some contacts for service contracts. There are also lease agreements which Mike and Earl want to also look into. Ray agreed it may be better not to purchase the copier and that if you need to replace parts, it starts to add up. Earl said that Kevin has the authority to do what would be necessary for the District if the current copier breaks.

Respectfully submitted,

Rose Mraz, Office Manager

Approved:

Earl Lawrence, President