**FISH CREEK SANITARY DISTRICT NO. 1**

**BOARD OF COMMISSIONERS MEETING**

**September 8, 2025**

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| Call to Order  Approve Minutes  Public Comment  Odor Control  Town Administrator  Report  Engineer Report  TID Update / Upper Bluff Sanitary Sewer  Request for Billing  Adjustment  Propane Quotes  2025/2026  Operator Report  Clerk Report  Correspondence  Payment of Bills  Open Discussion  Closed Session  Reconvene to  Open Session  Approve Action(s)  Taken in Closed Session  Adjourn | Meeting called to order at 8:23 a.m. by Board President, Bill Weddig. Also present: Board Secretary, Tony Bryzek; Board Treasurer, Greg Stillman; Board Alternate, Greg Cote; Plant Operations Manager, Dave Alberts (arrived at 8:30); Clerk, Jennifer Steber; Asst. Operations Manager, Patrick Johnson; Town Administrator, Travis Thyssen; Guest: Pete Kopala  *Motion by Bryzek to approve Minutes of the August 11 meeting with the spelling correction to page 3 per Greg Cote. Second by Stillman. Motion passed.*  No comments.  Mr. Kopala commented that, so far, he has experienced a strong/heavy odor twice, which seems to occur when there is an east/northeast wind. Dave put an odor logger on his property to detect H2S, and none has been detected so far. There is a difference this year compared to last year, so attempts at resolving the odor issue are noticeable, but he has also heard from neighbors that the odor is still a problem. Tony agreed that there has been a significant improvement this year compared to last. Mr. Kopala asked, from an engineering standpoint, what do they have to say? Has the age of our system been considered? Is there enough capacity to handle the additional flow with the added users? Could there be build-up in the system contributing to the odors? Do we flush the system? The Board responded that we had a study of our plant and collection system by our engineering firm to make sure the plant and sewer lines could handle the additional flows from the Upper Bluff sewer extension. Dave stated the entire collection system is flushed and jetted over the course of 3 years and jetting usually occurs in the spring. Mr. Kopala asked if changing the jetting schedule would help. Dave responded that jetting during peak season poses a challenge, but it is certainly worth considering. Dave also stated that sludge is hauled several times a year and during that process, the odor increases. We are not purposely trying to cause an odor issue; it’s just part of the process. The sludge processing plant (Sturgeon Bay) dictates the hauling schedule, so when they are ready, 5-6 loads of sludge get hauled out. Sturgeon Bay will be shutting down their processing plant in 2026, which will bring on a new challenge, so Dave is working on the best alternative to sludge handling. If we must haul to Green Bay, they will accept less sludge from us at one time, so hauling will be more frequent and then odor may be more frequent. There is also the added cost of hauling to Green Bay. Dave is investigating the best option to keep both odor and costs down. He is also checking into the cost of total cleanout of the basins to remove any buildup over time. Tony asked if the DNR could do an analysis to help us figure out a solution. Dave stated he is not aware of the DNR assisting with odor issues, that is why we have engineers, but he will check. Mr. Kopala asked if we have  5-year or 10-year plan. The Board stated we have a capital improvement plan and it was discussed at the last meeting to review and update it now that the sewer extension is completed. Travis commented that there has been a lot of implementation by Dave and staff over the last year with chemical testing, smoke testing, flushing the system with water, purchasing additional data collection equipment and now that the TID phases are completed, they can gauge the flows and the impact on the system. We just need to stay the course laid out by the engineers. Dave stated he takes hydrogen sulfide (H2S) seriously. He has purchased 9 odor logger devices; when he started here, there were none. He and his staff are constantly monitoring the data from the devices. There is an H2S problem, and the source is grease in the system. He has cracked down on enforcing the grease interceptor ordinance. Everyone is compliant with the monthly pumping and cleaning requirements, and he has documentation as proof. Greg asked if there is a way to test sewage coming from a certain area for grease to determine if changes need to be made with grease traps. Dave responded there is a way to test. Also, the exterior grease traps were inspected and those that need upgrades have been notified. Spring is the deadline for those that are non-compliant. The upgrades should help improve the level of H2S. Tomorrow we will begin pumping ferric sulfide into Lift Station #1 to lower the H2S. He has taken the advice from the engineer (George) who specializes in odor control and now testing the options to see what will work. This is not an overnight cure. He and George communicate weekly to work on a solution.  There is a workshop on Wednesday for the Cedar Court/Main Street project. Storm sewer work will begin in November, and the remainder of the project will be completed in the spring. The backfilling is completed where the cottages were removed. The sewer lines were capped, and the sewer line for the home along Main Street was rerun.  No report.  Phase II - Item #1 – Project Update. The contract work is basically 100% complete. False alarm messages from Lift Station #5 control panel are being addressed by the electrical contractor next week. Closeout paperwork, final pay request, and O & M Manuals will be presented in October. Cedar is working on an updated master map.  Phase II – Item #2 – Dorner, Inc. Payment Request No. 7. *Motion by Weddig to approve Dorner, Inc. Payment Request No. 7 for $17,943.90. Second by Stillman. Motion passed.* The final pay request will be presented in October.    Phase II – Item #3 – Certificate of Substantial Completion. This document establishes the completion date for TID Phase 2, Contract A-24, as August 8, 2025. *Motion by Weddig to approve the Certificate of Substantial Completion with the date of August 8, 2025. Second by Bryzek. Motion passed.*  The request and supporting documentation were reviewed. The excess water went into the ground and not treated at the plant. *Motion by Weddig to adjust usage to 6,600 gallons. Second by Stillman. Motion passed.*  As of this morning’s meeting, no response to the request for quotes. The District’s supplier for the last 2 years has been Gasco, the same as the Town. The Town has contracted with Gasco for this coming season and, typically, we are given the same rate. Hopefully, the same can be said for this season. Jennifer has requested quotes from 5 suppliers. *Motion by Stillman to pre-approve the lowest propane quote received. Second by Bryzek. Motion passed.*  Ben passed the general certification exam. The approved wage increase will be effective for the next pay period. The 2005 ¾ ton pickup truck with plow is nearing the end of its life. Dave would like to sell and replace it with a ½ ton truck. He will get quotes before budget discussions. Three emergency call-ins, for a total of 27 so far this year. Last year at this time, we had 15. There were 5 loads of sludge hauled. There have been numerous odor complaints, so the pump setting for pumping ferrous sulfate into the headworks has been raised from 2 to 3 for a rate of approximately 4-5 gallons per day. Sabel Mechanical repaired aerator #2. Only one bearing needed replacing, so the other was left as a spare. L.W. Allen is working on issues with the Free Wave Radio monitoring for the new SCADA computer. There were no grease trap violations; everyone has complied with the cleaning and reporting requirements. H2S levels continue to rise so starting next week we will pump 2 gallons of ferric sulfate per day into the Lift Station #1 wet well and monitor the data. There have been numerous problems with meter no reads. The generators and remotes are difficult to get. Dave is working on a plan for a residential fixed rate and continue with commercial meter reading. More information will be provided in the future for consideration. Harbor Construction completed the lateral for Pittman on Spring Road and they did a nice job.    No discussion.  The email from Mr. Gallant is being addressed by the contractor next week.  *Motion by Weddig to approve the payment of bills as presented. Second by Bryzek. Motion passed.*  No discussion.  Weddig convened the meeting into Closed Session per WI State Statute Sec. 19.85(1)(e)(g)(c). Roll call: Bill Weddig, Tony Bryzek, Greg Stillman  Weddig reconvened the meeting to Open Session per WI Statute Sec. 19.85(2).  Roll call: Bill Weddig, Tony Bryzek, Greg Stillman.  *Motion by Weddig to approve the actions discussed in Closed Session. Second by Stillman. Motion passed.*  *Motion by Weddig to adjourn at 11:30 a.m. Second by Bryzek. Motion passed.*  Respectfully submitted by:  Jennifer Steber, Clerk |
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