**FISH CREEK SANITARY DISTRICT NO. 1**

**BOARD OF COMMISSIONERS MEETING**

**July 14, 2025**

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| Call to Order  Approve Minutes  Public Comment  Bertram Hub  Location – Hub Site  Easement Agreement  Town Administrator  Report  Engineer Report  TID Update / Upper Bluff Sanitary Sewer  Aerator Bearings  Operators Report  Approve IT Management Services  Clerk Report  Correspondence  Payment of Bills  Open Discussion  Adjourn | Meeting called to order at 8:20 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; Clerk, Jennifer Steber; Asst. Operations Manager, Patrick Johnson; Asst. Operator, Ben Elkins; Town Administrator, Travis Thyssen; Dennis Steigenberger, Cedar Corporation; Cassie, Bertram (Zoom)  *Motion by Stillman to approve Minutes of the June 9 meeting as presented. Second by Bryzek. Motion passed.*  No public comment.  The Hub Site Easement Agreement was reviewed along with the recommended changes by Dennis and Matt. Dave added that Lift Stations #6 and #8 and Grinder Pumps #3 and #5 need to be included, and clarification that there will be services for the Office/Treatment Plant. Dennis stated Exhibit 1, the legal description for the easement area, is blank. The survey needs to be completed so the legal description can be included in the agreement before signing and execution. Cassie (Bertram) stated that when we agree to the document the survey of the property will be completed and the coordinates will be added in. The Board disagreed; the description needs to be done for the Board to approve. Dave stated an area was marked out in April when he met a representative from Five Star to determine a location. The markings are still there. Bill told Cassie the site has been approved, but the official survey needs to be done. *Motion by Weddig to proceed with the easement document with the changes and inclusions by Dennis, Matt and Dave, to provide Bertram with that information and authorize Bertram to complete Exhibit 1 which is the meets and bounds description of the location. When the final document is prepared, Bill is authorized to sign. Second by Stillman. Motion passed.*  Cedar Court/Main Street project still in planning phase. A dry hydrant near Founders Square is being planned. The sanitary district will be contacted during the design phase because of sewer lines in the area. Two cottages have been removed, the third is to be moved to a parking lot so the area can be cleaned up and secured.  Nothing in addition to the agenda items.  Phase II - Item #1 – Project Update Including Contractor Progress and Completion Schedule. The standby generators at Lift Stations #5 and #6 have been delivered and set on slabs. Electrical to be done this week, and a dry run of the generators by the end of the week. Altronex has some finish work at Lift Station #6 before the end of the month. Dave stated Altronex will be incorporating Lift Station #6 into the new SCADA computer which is scheduled to be installed soon. There is no communication back to our treatment plant for the Little Sweden grinder pump. This would be a change order to the contract. Currently there is a light and alarm, which is all that is required. Dave stated Little Sweden will be getting Spectrum, so we can wait for now and save money with Altronex to incorporate cellular service. Dave communicated with the neighbors that if they see a light or hear an alarm, call the number on the panel.  Phase II – Item #2 – Connections Update. TID Phase 2 connection summary was reviewed. Little Sweden is paid in full. Three Hedemora Hills owners still owe connection fees. The deadline is tomorrow for special assessment payments. Connection fees for new units (construction in progress) at Hedemora Hills will be given to the Town if they are paid to the Sanitary District.  Phase II – Item #3 – Dorner, Inc. Change Order #2. This change order is for the final quantity adjustments to the contract, for some asphalt work, and a raised manhole in Redmann driveway. *Motion by Weddig to accept Change Order #2 in the amount of $21,184.46. Second by Stillman. Motion passed.*  Phase II – Item #4 – Dorner, Inc. Payment Request No. 5. Payment request is for work completed May 31 through July 4, 2025. *Motion by Weddig to approve Dorner, Inc. Payment Request No. 5 in the amount of $87,759.30. Second by Stillman. Motion passed.*  Other. Cedar is working on record drawings. Completion of final paperwork in August, or September if Altronex does not get here until the end of the month. Easements are recorded, and our copies are forthcoming from Dempsey Law.  The Site Trip Report from Xylem was reviewed. Dave has not received a cost for the work suggested in the report. This will not be an easy repair. Dave will email the report to Sabel for a quote to compare to the quote George is getting from Xylem. How to proceed will be discussed when quotes are received.  There were three emergency call-ins for the month. Lift Station #3 suffers when Lift Stations #4 and #5 are running. This occurred during the holiday weekend, and when we have rain events. If this is a continuous issue, we will need to address it. The septage receiving station is running again. Grease trap pumping/reporting is going well. No odor complaints; however, the water temperature in the system is 20 degrees Celsius, which is when complaints start to come in.  There were two IT quote presentations for email, web, and security management. One by Quantum Technologies and one by Door County IT. *Motion by Stillman to go with Door County IT à la carte plan based on recommendations by Chad. Second by Bryzek. Motion passed.*  After tomorrow, July 15, the total amount to finance for TID Phase 2 will be known. There are two outstanding connection installments for TID Phase 1 (Lesko and Settlement Courtyard Inn), and three connections yet to be made (Birmingham and Gallant). Tom Birmingham notified the office that there is a contractor delay due to a health issue, but he is on their schedule for connection. Ryan Gallant has not responded to any correspondence sent regarding connecting his two homes. One more letter will be sent before seeking legal advice.  None.  *Motion by Weddig to approve the payment of bills as presented. Second by Stillman. Motion passed.*  No discussion.  *Motion by Weddig to adjourn at 12:40 p.m. Second by Stillman. Motion passed.*  Respectfully submitted by:  Jennifer Steber, Clerk |
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