**FISH CREEK SANITARY DISTRICT NO. 1**

**BOARD OF COMMISSIONERS MEETING**

**February 10, 2025**

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| Call to Order  Approve Minutes  Public Comment  Bertram HUB Location, Sarah Lawrenz  Town Administrator  Report  Engineer Report  TID Update / Upper Bluff Sanitary Sewer  Computer Purchase(s) and IT Management of Website, Email, etc.  Operator Report    Clerk Report  Correspondence  Payment of Bills  Open Discussion  Adjourn | Meeting called to order at 8:25 a.m. by Board President, Bill Weddig. Also present: Board Secretary, Tony Bryzek; Board Treasurer, Greg Stillman (via Zoom); Plant Operations Manager, Dave Alberts; Clerk, Jennifer Steber; Asst. Operations Manager, Patrick Johnson; Town Administrator, Travis Thyssen; Dennis Steigenberger, Cedar Corporation; Guest, Sarah Lawrenz, Bertram Communications (via Zoom)  *Motion by Stillman to approve minutes of the January 13 meeting as presented. Bryzek seconded. Motion passed.*  No public comment.  Bertram is looking for a HUB location and sanitary district property was suggested as a possible location. Needed is space for a 15’ x 30’ slab for a 12’ x 20’ concrete building and a diesel generator outside, 220-amp power service, and one vehicle parking space. The building would be secure, but if the Town requires fencing, more space would be needed. Travis stated fencing is not required, but vegetation for screening may be good depending on location of the building in proximity to neighbors. The map presented by Sarah shows two suggested locations for the HUB, one location by County F and one location near the office building. Bill stated the location closest to County F would be the best. Representatives from Bertram will meet with Dave to review the location and come up with a site drawing for approval. Greg suggested a photo of what the building would look like would be helpful. Tony asked what the advantage would be for the sanitary district allowing this HUB. Sarah stated fiber optic services to our lift/grinder stations and to the plant, the District would grant an easement in exchange for services. Sarah will coordinate with Jennifer a date for the site visit and will send an example of the legal easement for attorney review. *Weddig motioned to proceed with Bertram meeting with Dave on site, Bertram providing a site survey, photos, legal easement document for legal review prior to District approval at the March meeting. Bryzek seconded. Motion passed.*  Travis stated the downtown project is still in the infancy stage. Dave commented we may want to replace manhole castings in the storm sewer project area.  The Town received a grant to install the trail from the Redman property to the back parking lot. It has been designed for service truck access if there is ever a need.  Dennis asked if there are any new developments regarding the lateral connection for the Pittman parcel on Spring Road. Jennifer stated an email was sent to Kim at Portside explaining that Cedar Corporation must approve the connection to the main, which includes design, inspection, etc. prior to construction, and all at the property owner’s expense. Kim would pass along the information to the sales rep for the project. Dennis stated that going directly into the manhole would be acceptable and less destruction to the area. A site plan from Portside with elevations would be helpful and will be requested.  Phase II - Item #1 – Project Update Including Contractor Progress. Progress is slower than what was scheduled, but all pipe should be in by the end of March. The contractor began at the connecting manhole at Little Sweden, setting the manhole at the highway today, will then work their way south to Hedemora Hills, and then back north through the easements. Everything is going well for the most part.  Shop drawings for the pumps have been approved. Shop drawings for the generator were approved on February 6. There is a 6-month leadtime, so July/August for generator delivery.  Special assessment waivers were sent to all property owners for signing. Smaxwill has returned theirs, the other three property owners have not returned theirs yet. If they are not returned by the end of March, Dennis will contact them.  Quantum Technologies met with Dave, Patrick and Jennifer to review the services we currently have with them and how they can be of better service to us going forward. We would like a one-stop-shop for all IT, website, email, and security management. Based on that discussion Quantum provided quotes for the items discussed. Two pressing issues, Dave’s desktop computer being obsolete as of October and increasing security on office computers due to sensitive customer information. Travis commented that the Town uses Door County IT (Chad Miehlke), perhaps we could incorporate services we need with the Town. Jennifer will contact Chad to set up a meeting before any final decisions are made regarding Quantum’s services and quotes.  Grinder Station #3 at Northhaven froze. Dave commended staff for working in bitter cold conditions to resolve.  A meeting was held between Operators from Fish Creek, Sister Bay, Ephraim and Baileys Harbor regarding sludge (Egg Harbor unable to attend). Sister Bay has a long-term facilities plan to build a dryer, and taking sludge from Ephraim, Fish Creek and Baileys Harbor is included in the plan. If Sister Bay implements their plan, it would be several years before they would be ready to accept sludge.  Dave shared with the Board a handout prepared comparing costs of sludge hauling vs land spreading by FSO for the short term. He is considering hauling  70-80% of the sludge to Green Bay Met and then have FSO land spread the remaining (an opportunity to give our basins a good cleaning) which keeps our foot in the door with FSO in case Green Bay changes their plan on accepting our sludge. Dave needs to get more concrete information from Green Bay before making a final decision, as Green Bay Met is giving different information to the other Operators in the area. PFAS is a concern, so the land spreading option down the road may become more limited, but the DNR is more lenient right now. Tony stated, to save on cost, it is smart to haul to Green Bay but also work with FSO. Greg agreed, working with FSO is a smart idea. Bill asked if we need to commit to Sister Bay if they construct a dryer. Dave stated, per Megan, details are still being worked out.  An additional portable generator will be ordered today (budgeted for 2025). Delivery is two months.  Troubles with aerator #2, the neoprene spider that joins two aerators got out of alignment and the neoprene got chewed up. Aerators were all realigned and modifications made a few years ago and now needing realignment again. Sabel will come in Spring. All the aerators are functioning now.  Continuing to monitor H2S with odor loggers. There are high levels of H2S at the White Gull Inn manhole, the treatment plant headworks, and at Lift Station #3. Very low levels at Lift Station #2. Odor loggers will be moved to Lift Station #2 and the headworks data will be collected. Dave does not believe the chemical trial approved in November will change the outcome, we will be wasting money. The White Gull Inn grease trap is too close to the manhole. The high temperature dishwasher is melting the grease right out of the trap and the hot liquid does not allow the grease to solidify. Bill suggested George (Cedar Corp.) look at their set up. If we have it pumped more often perhaps that will be cheaper than spending the money on chemical treatment. Greg agreed, we know the source of the problem but how to correct it is the issue. Patrick stated the White Gull Inn will close for a week or two so we can see the difference in H2S during that time.  The hatch at Grinder Station #5 has been addressed. Energenecs came Friday, February 7 to remove the radio and the alarms that transmit to the SCADA. We were advised to keep the high temperature, seal fail, and high-level alarms. Dave and Ben put in a high-level alarm (light and buzzer). LW Allen needs to remove the communication failure for this location. WPS will be contacted today or tomorrow to switch power over to Not Licked Yet/Zielke.  A replacement Honda generator was ordered, and flushing will continue as weather permits.  Audit was accomplished, for the most part, in one day. Leah will likely present the audit draft at the March meeting.  No discussion.  *Motion by Weddig, seconded by Bryzek, to approve the payment of bills as presented. Motion passed.*  Dave stated Ben is working out very well.  *Motion by Weddig to adjourn. Seconded by Bryzek. Motion passed.*  Adjourn 10:55 a.m.  Respectfully submitted by:  Jennifer Steber, Clerk |
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