

Town of Sullivan Sanitary District No. 1

Meeting Minutes

January 13, 2020, 5:00pm

- I. Attendance: Chairman Paul Goeglein, Commissioner Wayne Boos, Plant Operators Mike Lewis and Nate Tillis, Engineer, Ben Heidemann, and Deputy Clerk Dawn Lynn were all present. Commissioner Ron Auerbach was absent.
- II. Roll Call: Chairman Paul Goeglein called the meeting to order at 5:00pm
- III. Approval of last month minutes: Commissioner Wayne Boos made a motion and Chairman Paul Goeglein 2nd to approve December 2019 meeting minutes. **MOTION CARRIED 2-0**
- IV. Financial Reports/Payment of the bills: Clerk Dawn Lynn went over the Financial Report from December and also a list of bills to approve tonight. Paul made a motion and Wayne 2nd to approve the financial reports and pay the bills. **MOTION CARRIED 2-0**
- V. Clerk Correspondence: A notice of non-renewal of insurance was received. They are changing their name and will be sending a new policy.
- VI. Chairman Correspondence: NONE
- VII. Town & Country
 - a. Pickets Lift Station/Valia Project
 - i. Change Order #1: Adjustments for Structural Excavation, Trench Excavation, and Structural Fill. Total deductions \$4,613.13
 - ii. Substantial Completion: Date changes due to Change Order from September 1, 2019 to January 31, 2020. Warranty items changed: Submersible Pumps, Above-Ground Enclosure, and Process Valves.
 - iii. Final Pay Request: Final payment amount due is \$37,232.78. Paul made a motion and Wayne 2nd to approve all three items in regards to Pickets Lift Station project. **Motion carried 2-0**
 - b. Ordinance Review
 - i. Discussion & action on REU calculations: There was some concern/discussion about the Unmetered Commercial Users specifically the bowling alley. Ben stated it's possible to create an exemption or a Commercial variance, but it would need to be policed. Other options were discussed however it would be hard to determine usage due to hours of operation/number of customers, etc. After discussion, Paul made a motion to accept the REU schedule proposed by T & C. **Motion carried 2-0**
 - ii. Scope of Services: Ben handed out Attachment A discussing Rural Development Coordination. This included; Completing the R.D. docket, attending meetings, prepare forms, and other paperwork required, identify structures, easements, and land requirements for insurance, prepare maps and get proper signatures, and coordinate with R.D. throughout the process. There was an estimation of \$30,000 cost with the Sanitary District paying approximately 37% of it. Paul made a motion with Wayne 2nd to approve Attachment A. **Motion carried 2-0**

- iii. WWTP Updates: Ben handed out a sheet showing the 4 equipment proposals from 2 different companies. They had to choose from. After evaluating the score of all 4, and discussing it with the Commission, Paul made a motion and Wayne 2nd to go with the Oral #3 from Evoqua. **Motion carried 2-0**

VIII. Operators Report

- a. Mike said there were a few weeks of high solids, and it seems that it was due to the fact that the sludge hauler was not hauling as much as they said they did. Mike's security camera showed that they did not stay as long as it should take to haul what we need. He had a few people come and "watch" them and see how much time they spent there and since then they have been spending the correct amount of time. Mike is looking for another company to use but until then we need to monitor them each week. Mike also questioned the Operators' vacation time whether it was to be rolled over at the end of the year. The Commission decided they could roll it over as long as it's less than 15 hours.
- b. Nate said we got a weekly violation for solids possibly due to the hauler issue.

IX. New Business: NONE

X. Old Business: NONE

XI. Community Input: NONE

XII. The January meeting will be on Monday, February 10, 2020 at 5:00pm

XIII. Paul a motion with Wayne 2nd to adjourn the meeting at 6:50 pm. **MOTION CARRIED 2-0**

Respectfully Submitted, Dawn Lynn, Deputy Clerk