

GREEN LAKE SANITARY DISTRICT
MEETING MINUTES OF THE BOARD OF COMMISSIONERS

A Regular Meeting of the Board of Commissioners of the Green Lake Sanitary District was called to order by Commissioner Bates on Tuesday November 21, 2023 8:00 am at the Green Lake Sanitary District Office N5295 County Road TT, Princeton WI 54968 and via zoom

Present: Ken Bates, Justin Ellis, and Nick Vandervelde

Others Present: Lisa Reas, Administrator, Paulette Z Janssen Administrative Assistant, Dallas Lewallen, Plant Operator, Thad Majkowski representative for Cedar Corp, and Vanessa Wishart representative for Stafford Rosenbaum. 15 people signed in.

Written notice of this meeting was given to the Green Lake Reporter, The Ripon Commonwealth. The News Release was posted at Fortifi Bank, the Green Lake Post Office and the GLSD Office.

SECRETARY'S REPORT

M/S (Ellis/Vandervelde) to approve the minutes of the October 18 regular meeting minutes, October 31 Budget Hearing minutes, October 31 Special meeting minutes and the November 16, 2023 special meeting minutes. Motion Carried 3-0.

TREASURER'S REPORT

M/S (Bates/Ellis) to approve the October Treasurers Reports. Roll call vote: Ellis-yes, Bates-yes, Vandervelde-yes. Motion Carried 3-0.

GLSD Board Comment – no discussion

WASTEWATER MANAGEMENT

Plant Operator's Report

The plant operator's report was discussed (see attached).

WPDES New Permit Project Work/ Land Application

Reas reported that staff is working on closing for land purchase to be used for land application.

Discussion: Sugar Loaf Sewer Extension

Reas reported that the Sugar Loaf Sewer extension is complete. Reas also reported that we continue to get calls that the residents can't get contractors to respond.

Discussion: Future Sewering Plan

Discussion/Possible Action: Additions to the Preliminary Feasibility Study

Reas began the Study discussion by updating the board that since last month's meeting, the District has been contacted by many residents in the Spring Grove Road area expressing their

opposition to being sewerred. Additionally, a few calls and emails had been received from residents in Sewer Service Area 9, with one or 2 calls/emails coming from the Terrace and Lill/Radtke/Wildwood. The main concerns are the assessment costs, and concerns about the need for sewerred since it seems most residents are not aware of any indications that their current systems are not working.

Reas began the discussions on the individual potential sewer project areas beginning with Area 6, then Area 3, then Area 2, then Area 9.

Reas stated for Area 6, the board had talked at the October meeting about evaluating just sewerred Spring Grove Road as that area could likely be served by a gravity line extending down to the existing lift station near the Sunrise Condos. There was concern about a few smaller parcels in this area and landowners' ability to put in replacement drainfields in the future. However, no landowners reached out to express their concern about this issue or to support being sewerred. Thad Majkowski explained that initial plans would place the sewer line under the roadway. He went on to explain that further review of that stretch by Cedar showed that the existing blacktop roadway is still in very good condition and that the timing for sewerred would fit better when the blacktop needed to be replaced which points to reevaluating Spring Grove Road in 10 years with the rest of Area 6.

M/S (Ellis/Bates) to forgo sewerred the Spring Grove Rd section of Area 6 at this time. As with the rest of Area 6, it will be reevaluated in 10 years following the GLSD future sewerred policy. Roll call vote: Ellis-yes, Bates-yes, Vandervelde-yes. Motion Carried 3-0.

For the potential projects in Area 3, the Terrace parcels (southwest of Reilly's & Cty Rd K) as well as the Mueller Drive area were evaluated in the study. She said only one landowner has reached out to provide feedback (they are opposed). The septic ages in this area are close to 30 years in age with parcel sizes south of Cty K very limited in size in many cases. She explained that roughly 40% of the parcels are undeveloped but that of the 73 parcels in this area, 22 of the undeveloped parcels could be lost to a potential sewer project through combination with the adjacent, developed parcel owned by the same landowner. This would significantly increase the potential assessment costs. These parcels range from 800' to roughly 2,600' from the lake. For those reasons, she was hesitant to recommend sewerred. The board expressed concern about the small parcels and the potential for them to be developed individually. They requested more information about landowners' intentions to build, combine lots, etc. They directed Reas to speak with several landowners owning multiple lots in this area to get additional feedback. They also directed Reas to get 2 estimates from local excavators to verify the likely cost of a new septic system for a home in that area.

Also in Area 3, Reas said she's received very few comments from folks on Lill/Radtke/Wildwood Lanes. She recommended the District get more information from Cedar about options for taking potential sewer service off Lill and Radtke Roads (private dirt roadways) and bringing the service closer to the homes. This would limit the GLSD providing service to the 4 large parcels across from the lake lots but would save the lake parcels significant costs for their laterals. Reas recounted a discussion she had with Matt Kirkman from GL County Zoning, where he provided a history of previous attempts at development there. Matt reiterated the improbability that these large lots will be subdivided.

The Board directed Reas to get costs Cedar provide an additional evaluation for placing the GLSD sewer line on Lill/Radtke/Wildwood closer to the homes.

For Area 2, Reas described the parcels proposed for sewerage on Bay and Sugar Loaf Roads. There are currently 25 parcels in the area with roughly 60% percent of them undeveloped currently. Of the 10 parcels that have houses, 2 septic systems are less than 18 months old with the average age of the systems overall being 12.4 years old. Additionally, there are 12 undeveloped parcels owned by the adjacent, developed parcel landowners which could be combined and would greatly increase costs for individual sewer assessments. Due to the lack of development, size of parcels, new blacktop, and distance of these parcels from the lake (between 600' and 2,000' for all parcels), Reas recommend the District forgo sewerage this area at this time and reevaluate in the future according to the GLSD Future Sewerage Policy.

M/S (Ellis/Vandervelde) to forgo sewerage the Sugar Loaf Road and Bay Road portions of Area 2 at this time. This area will be reevaluated in 10 years, following the GLSD future sewerage policy. Roll call vote: Ellis-yes, Bates-yes, Vandervelde-yes. Motion Carried 3-0.

Reas outline potential sewer service to Area 9; the Hickories/Belle Mapps/Forest Ave./Irving Park area. She stated the District has had quite a bit of feedback from residents here. She stated that several landowners reached out in support and in opposition to sewerage. This area has an interesting split of parcel sizes:

- 53 parcels are under .5 acre
- 19 parcels that are under 1 acre
- 25 parcels over 1 acre

She further explained that there are 10 holding tanks in this area as well as 18 mound systems. This is a significant indicator of the limited parcel sizes and shallow soil depth to bedrock. Only 15% of this area is undeveloped. The study evaluated running the sewer main line under the existing public and private roads. There is not a current need to provide service to the parcels across from the E-W section of Irving Park Road. Reas recommended that, since much of Irving Park is private roadway and would require easements to cross it with GLSD service, it would be beneficial for the District to get another project cost estimate from Cedar to see if taking the sewer main close to the homes in that area can reduce project costs as well as their lateral costs.

M/S(Bates/Ellis) to suspend the rules for Public Comment. Roll call vote: Ellis-yes, Bates-yes, Vandervelde-yes. Motion Carried 3-0.

Peter Kearney spoke in favor of the sewer extension in the Belle Mapps area and other streets of Area 9. He handed out a list of people that are in favor of the project also (see attached). Peter commented that he purchased a home with a failing septic system that was believed to be functional. However, it was a failed system and had to be replaced with a holding tank. Lots sizes don't permit replacement systems.

Mike & Pat Sias spoke in favor of the project. Expressed concern about old systems that may be failing. They stated that it would be an efficient area to sewer because there is development on both sides of the road.

Brett Fichter spoke in favor of the project.

Jim Stern in favor of the project.

Lori Hendricks stated that she is opposed to the project.

With no further public comment on Area 9, Bates ended the comment period.

For Area 9, the Board directed Reas to work with the City on a wastewater partnership for them to accept the wastewater from Forest Ave, Camelot Tr, and Belle Mapps Court only. Additionally, the Ledgeview neighborhood and its parcel sizes and blacktop conditions were discussed. The board spoke of waiting to sewer Ledgeview until the road conditions and/or parcel sizes change. The Ledgeview area would be reevaluated in 10 years. The board will look to take action on this area at future meetings once additional cost estimates and information are known.

Discussion on Developing a General GLSD Sewering Policy/Ordinance

Reas also updated the board that she's begun preliminary work into creating the GLSD Future Sewering Policy. She's researching how other Sanitary Districts and municipalities plan these types of projects. This research includes getting additional information on connection timeline requirements. She hopes to have more information for the board at meetings in December and January. She reiterated that initial thoughts for the policy are that every 10 years, the GLSD will reevaluate the unsewered developed areas of the District. The GLSD will consider sewerage requests, development, septic ages, and other factors to determine if sewerage is appropriate at that time. The District would only allow for reevaluation during the 10-year timeline for one of the following reasons:

- the District was petitioned by 10% or more of an unsewered area
- there were any studies or reports that indicated septic effluent was of a greater concern than currently believed
- any large/undeveloped parcels in one of the unsewered areas was rezoned R1 or was being lotted off with plans to create a new development

Barring lake or groundwater concerns, at the 10-year reevaluation, there would be no requirement that the GLSD provide sewer service, but an updated feasibility study would be done to provide the GLSD, and residents of the area(s), current potential costs.

Discussion/Possible Action: GLSD Rate Review Approval

Reas reiterated that the rate review provided by Jon Cameron of Ehlers in early November showed no increase for District residential customers at this time. Only residents with 5 bedrooms and more or a secondary connection such as an unattached garage/pole building would see an increase once the revised Sewer Collection & Transport ordinance is approved.

Reas recounted the meeting that she, Ken Bates, and Jon Cameron had with Ben Mott and Brenda Morrell from the GLCC on Nov. 16th to discuss their likely wastewater treatment rate increase in 2024 and 2025. She stated the meeting went well with the GLCC asking many questions about the increase and the basis for it. The GLCC also asked that, in the future, the GLSD consider accepting ownership of some existing GLCC wastewater infrastructure. Reas stated that the District engineer would have to direct an evaluation of this infrastructure before any agreements could be made but that the District would be open to such future discussions.

M/S (Ellis/Bates) to approve the 2024 Budget Rate Review and to increase the Green Lake Conference Center treatment rates. Roll call vote: Ellis=yes, Bates=yes, Vandervelde=yes. Motion Carried 3-0.

Recess 9:15 am reconvene 9:20 am

Discussion: Update Resolution 93-09 GLSD Sanitary Sewer Collection & Transportation Assessment Resolution and Order 94-13 Wastewater Management & Service Charge Order

Reas reported that we continue to work with Cedar & Stafford to update Resolution 93-09 Sanitary Sewer Collection & Transportation & Order 94-13 Wastewater Management & Service Charge Order. We hope to have these updated in the first quarter of 2024.

PUBLIC COMMENT (held for 60 minutes) – no public comment.

NON-POINT

Big Green Lake Management Plan/Grants

Discussion: Watershed Coordinator Position – Hannah Niewoehner

Hannah's report regarding projects she is working on with Green Lake and Fond du Lac County was discussed (see attached).

1. Discussion/Possible Action: Matt Kutz Cover Crop Cost-share Agreement

M/S (Ellis/Bates) to approve Matt Kutz Cover Crop Cost-share Agreement in an amount not to exceed \$420.00. Roll call vote: Ellis=yes, Bates=yes, Vandervelde=yes. Motion Carried 3-0

Discussion/Possible Action: Funding Approval for BMPs On Going Repairs no discussion.

County K Marsh

Reas reported that the GLSD delayed applying for the carp barrier grant until we have a design completed.

LAKESHORE PROJECTS

Discussion/Possible Action: Klarich N Lakeshore Stormwater Project

Reas explained that the Town of Princeton is willing to provide trucking and disposal for the project, Mark is willing to provide \$500 for the project. The LCD's original estimate was \$3,100. The remaining cost is estimated to be \$2,500 maximum.

M/S (Ellis/Bates) to approve the Klarich N Lakeshore stormwater project in an amount not to exceed \$2500.00. Roll call vote: Ellis-yes, Bates-yes, Vandervelde-yes. Motion Carried 3-0.

GREEN LAKE CONSERVANCY

Scott and Dallas have been planting trees at the Assembly Creek Property that were purchased with donated funds from the Hamming family. They also assisted the GLCC with a fall prairie burn.

SOLID WASTE – no discussion

FISHING COMMITTEE

Reas stated in her update that the Koro Road project was still moving forward though our Fisheries Biologist, Adam Nickel, has left his position. She was unsure what the grant potential is for the project without Adam acting as a lead.

AQWEED no discussion

USGS Monitoring

Reas reported that initial results from the lake sampling done by USGS this August showed phosphorus concentrations around 12 ppm. Last year the level was 15 ppm. The drought has had a major impact on loading rates for the past 3 years and it continues to show in these results. Dale Robertson will be providing us with the full scope of the results in the spring when we have our annual State of the Lake meeting.

NEW BUSINESS

GLA Appearance – no discussion

Discussion: GLSD Board of Commissioners Positions

The board expressed concern about having a walking quorum with the current limited board size as well as the potential to have more representation with a larger board.

Vanessa Wishart explained that the Township with the highest equalized value would have to take action to appoint the commissioners.

Reas was directed to speak with Town of Green Lake regarding increasing the Board size.

Discussion/Possible Action: GLSD Open Records Fees

Reas provide a draft of the Open Records Fee policy (see attached). The board directed Reas to have legal counsel review the policy and put it on the December agenda for approval.

Discussion/Possible Action: Girl Scout Signage for Conservancy Properties

Reas explained these signs are designed for aquatic invasive species specifically.

Reas was directed to let the Girl Scouts put signs on conservancy properties with non-motorized boat access.

Bates left at 10:00 am and rejoined the meeting at 10:20 am via phone.

Board Discussion of Lake Improvement Projects – no discussion

GENERAL OFFICE BUSINESS

CLOSED SESSION

M/S (Ellis/Vandervelde) The Board of Commissioner may go into closed session under Wis. Stat. Section 19.85 (1) (g) for the purpose of conferring with legal counsel for the District who is rendering advice concerning strategy to be adopted by the Board with respect to litigation in which the District is likely to become involved and to deliberate the purchase of public property and specified public service pursuant to Section 19.85 (1)(e), WIS STATS. Pursuant to Section 19.85(1)(c), WIS STATS. – Letters of Employment. Roll call vote: Ellis-yes, Bates-yes, Vandervelde-yes. Motion Carried 3-0.

RECONVENE IN OPEN SESSION

M/S (Ellis/Vandervelde) to reconvene in open session. Roll call vote: Ellis-yes, Bates-yes, Vandervelde-yes. Motion Carried 3-0.

Reas was directed to update each letter of employment to include an increase to 5 days of sick leave and the ability to accumulate those days up to 90 days. Additionally, she must update the Employee Handbook to reflect this change.

The Letters will be approved in December 2023.

Adjourn at 10:40 am

Respectfully submitted:

Nick Vandervelde
Secretary of the Commission

Approved 12/18/23

Prepared by Paulette Z Janssen
Green Lake Sanitary District
Administrative Assistant