Land O' Lakes Sanitary District #1
Minutes of Meeting
October 2, 2025

The meeting was called to order at 10:08 am by Chairman, Kevin Konnow. Proper notice of the meeting was given. In attendance were Kevin Konnow-Chairman, Mike McAdams-Treasurer, Melissa Spiotto-Secretary, Chad Lederer-Operator and Casey Vold-Sanitary Clerk/Assistant Operator.

Minutes of the previous meeting (September 9, 2025) were reviewed. Melissa Spiotto made a motion to accept minutes, second by Kevin Konnow. Vote 3-0. Motion carried.

Mike McAdams presented the Treasurer's Report.
Kevin Konnow made a motion to accept the Treasurer's Report, second by Melissa Spiotto. Vote 3-0. Motion carried.

Casey Vold presented the Office Report. Board reviewed Office Report.
Meters were read September 30, 2025. Statements were sent out September 30, 2025. Meters will be read again October 30, 2025. The checking and savings accounts were reconciled on October 1 & 2, 2025. The third quarter Rural Mutual Insurance payment was made on September 17, 2025, in the amount of $2915.25. The third round of cellular endpoints arrived on September 17, 2025. They will be assigned to the designated customers and installed based on customer convenience and availability. Received the first invoice from MSA for work on the Land Treatment Management Plan. The invoice was paid on September 29, 2025, in the amount of $4538.81. The Engagement Letter from KerberRose for the 2025 Financial Audit was received. It requires a board member signature. Kevin Konnow signed and dated the Engagement Letter. Third Quarter tax reports were filed on October 1, 2025. On October 1, 2025, the second USDA sewer loan payment was auto-deducted from the account in the amount of $18652.00. The land surveyor is scheduled for October 7, 2025, at 8:00 am to perform the DNR required Groundwater Survey. This will fulfill the Wastewater Operating Permit requirements for the groundwater levels and monitoring well data as well as the mandated mapping.

MSA has suggested the District purchase Single Parameter Digital Colorimeters to regularly sample and test the Ammonia and Nitrate levels at the Wastewater Treatment Facility (WWTF). Each Colorimeter is $711.00 and includes the sample vials. The reagent pillow packs will need to be purchased separately. The cost of the reagent pillow packs is $73.00/100 packs for Nitrate and $186.00/100 packs for Ammonia. By testing these levels regularly, it will provide the data needed to optimize the operations and maintenance of the wastewater treatment.

Kevin Konnow made a motion to approve the purchase of two Single Parameter Digital Colorimeters as well as the needed reagents, second by Mike McAdams. Vote 3-0. Motion carried.

Chad Lederer presented the Operator's Report. Board reviewed Operator's Report.
There were no meter repairs needed this month. There are some issues with the weir plates in the dosing chamber at the WWTF. The weir plates regulate the recycle rate of the wastewater during treatment. Currently, the plates are allowing some water to pass beneath the plates which is affecting the recycle rate. Howard Bros. installed the weir plate system when the WWTF was built. Board approval was requested to schedule Howard Bros. to look at and provide an estimate for any needed repairs. Board approval to schedule Howard Bros. for an initial repair consultation was granted.

Due to the need for Sanitary District staff to enter the various chambers for maintenance, inspections and repairs, a fresh air blower and a personal gas meter are needed to ensure the safety of personnel

entering these confined spaces. A fresh air blower costs approximately $1100.00 and a personal gas meter costs approximately $1200.00.

Kevin Konnow made a motion to approve the purchase of the necessary personal protection equipment, second by Mike McAdams. Vote 3-0. Motion carried.

There are no customer issues to report at this time. All mandatory reports have been completed on time and copies are filed in the office.

Old Business:

- Ordinance Update. The Sanitary District staff and board members spent a significant amount of time reviewing the current Well Abandonment and Well Operation Permit Ordinance. The DNR requires specific verbiage to be included in this ordinance. Due to this requirement, the board has decided to completely update the existing ordinance to cover all DNR mandated verbiage and regulations as well as the sections that specifically apply to the District's existing regulations. By updating these sections, it will make the verbiage better for consumer understanding. Based on notes taken during the review and discussion, Casey will write an initial rough draft and present it to the board at next month's regularly scheduled meeting. The District board and staff will further refine the rough draft if needed. Upon Sanitary District Board approval, the draft will move forward to the Land O' Lakes Town Board for approval. Once the Ordinance draft has been approved by both local governments, it will be sent to the WDNR for approval. Upon receiving approval from all three entities, the amended Ordinance will be available for public viewing and formerly adopted by the Land O' Lakes Sanitary District #1.
- Budget Workshop to follow today's meeting. The first 2026 Budget Workshop will be held upon completion of today's regularly scheduled monthly meeting.

New Business:

- 2026 Budget Hearing. The Land O' Lakes Sanitary District #1 will hold the 2026 Budget Hearing on November 11, 2025, beginning at 10:00 am, at the Land O' Lakes Town Hall, 4331 Hwy B, Land O' Lakes, WI.

Consumer Issues:

- There are no known consumer issues at this time.

Public Input:

- There is no public input at this time.

Next Meeting Date: November 11, 2025, following the 2026 Budget Hearing.

NOTE: LAND O' LAKES SANITARY DISTRICT #1 2026 BUDGET HEARING WILL PRECEDE THE REGULARLY SCHEDULED MEETING. HEARING BEGINS AT 10:00 AM.

Kevin Konnow made a motion to adjourn the meeting at 11:47 am, second by Melissa Spiotto. Vote 3-0. Motion carried.

Minutes respectfully submitted by Melissa Spiotto.