

**MEETING MINUTES OF  
TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)  
AND**

**TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER)**

**Date: Monday, January 15, 2018**

**Place: Town Hall, 1512 N. 40<sup>th</sup> St., Sheboygan, Wisconsin**

**Time: 4:00 p.m. – Sanitary District No. 3 Water Monthly Meeting**

**Time: To Follow San 3 Meeting – Sanitary Dist. No. 2 Sewer & Sanitary Dist. No. 3 Water Joint Meeting**

**Time: To Follow Joint Meeting – Sanitary District No. 2 Sewer Monthly Meeting**

The monthly meeting of the Town of Sheboygan Sanitary District No. 3 (Water) Commission began at 4:00 p.m. and a joint meeting of the Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water) Commissions began at 4:07 p.m., following the Water District meeting. The Sanitary District No. 2 (Sewer) Commission continued on with their monthly meeting after the matters in Joint Session had been discussed at 4:24 p.m. on Monday, January 15, 2018 in open session at the Town of Sheboygan Town Hall, 1512 N. 40<sup>th</sup> St., Sheboygan, WI 53081, Sheboygan County.

Notice of the meeting was given to the public at least 24 hours prior to the meeting by posting in three (3) different places and forwarding to all news media who have requested the same.

Upon motions duly made and seconded, the following resolutions were unanimously adopted and made a part of these minutes by reference as if fully set forth herein.

**1. Call to Order**

The Town of Sheboygan Sanitary District No. 3 (Water) Commission monthly meeting is called to order by President Mark Flasher, Sanitary District No. 3 (Water) at 4:00 p.m. The following were also present at the meeting: Treasurer Jerry Hoepfner, Sanitary District No. 3 (Water); Secretary Spencer Lutzke, Sanitary District No. 3 (Water); Art Stewart, Sanitary Districts Alternate Commissioner; Town Attorney Michael Bauer; Office Manager Darla Free and those persons on the attached list.

**2. Approval of the January 15, 2018 Monthly Bills**

Commissioner Flasher asks Ms. Free to find out why the District purchased a hydrant from LA Equipment for the Greendale Rd. repair; he states that he thought we kept them in stock. Commissioner Lutzke asks why there's a note to hold the check to Miller Implement for the Brush Cat. Ms. Free states that she'll e-mail these two questions to DPW Blashka and copy the Commissioners. Commissioner Flasher directs Ms. Free to hold both checks until they get a reply from DPW Blashka.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the January 15, 2018 monthly bills as submitted and approves holding payment to LA Equipment and Miller Implement until receiving an explanation from DPW Blashka per a motion by Commissioner Flasher and a second by Commissioner Hoepfner." Motion carried.

**3. Discussion/Action – Attendance to WRWA 30<sup>th</sup> Annual Technical Conference for DPW Bill Blashka**

Commissioner Flasher asks what this conference is for. Ms. Free states that this is the annual conference DPW Blashka attends every year; he's required to attend classes to keep his certification; this conference fulfills most of this; he usually rotates taking Joe Winscher or John Witters; they also keep their certifications this way; Mr. Winscher attended last year, but Chairman Hein doesn't want Mr. Blashka and Mr. Witters gone at the same time, so only DPW Blashka is requesting to attend this year.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves attendance for DPW Blashka to the WRWA 30<sup>th</sup> Annual Technical Conference per a motion by Commissioner Flasher and a second by Commissioner Hoepfner." Motion carried.

**4. Communication & Correspondence Received After Posting of Agenda**

Commissioner Flasher states that he and Commissioner Hoepfner closed the Waldo State Bank money market on January 10, 2018; the balance was deposited into the Wells Fargo investment account for future investments. He states that Curtis Roberts of Wells Fargo Bank should have, or will be, e-mailing Ms. Free

current cd rates and requests that she forward that information to the Commissioners when she gets it. Commissioner Flasher states that he e-mailed Jim Hapeman, from Franzen Litho; Mr. Hapeman stated that he will speak with Nick Franzen regarding the selling of land to the District for a future tower site; he states that he'll contact Mr. Hapeman again between February and March for an update.

## **Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water) Joint Agenda – Immediately Following Completion of the Sanitary District No. 3 (Water) Monthly Meeting**

### **5. Call to Order - Sanitary District No. 2 (Sewer)**

The Town of Sheboygan Sanitary District No. 3 (Water) and Sanitary District No. 2 (Sewer) Commissions monthly joint meeting is called to order at 4:07 p.m. by Commissioner Flasher and President Dave Griffin, Sanitary District No. 2 (Sewer). Treasurer Ken Katte, Sanitary District No. 2 (Sewer) and Secretary Dave Albright, Sanitary District No. 2 (Sewer) are also in attendance.

### **6. Approval of the December 18, 2017 Monthly Meeting Minutes**

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the December 18, 2017 monthly meeting minutes per a motion by Commissioner Griffin and a second by Commissioner Albright.” Motion carried.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the December 18, 2017 monthly meeting minutes per a motion by Commissioner Flasher and a second by Commissioner Lutzke.” Motion carried.

### **7. Discussion/Action – Parcels in the Town that are not in the Districts**

Ms. Free states that there were five issues that have been corrected prior to this tax season; the County Treasurer has the information for the other pending issues and hopes to hear after tax collection; if not, she'll contact the County Treasurer to see if there's been any progress.

### **8. Discussion/Action – Alliant Energy Time of Day Rate Review for Lift Stations and Well Houses**

Commissioner Griffin states that they all received an e-mail on January 8<sup>th</sup> from Ms. Free, outlining the savings by switching the type of billing for the lift stations and well houses; the savings estimate to Sanitary District No. 2 is 60%; that would be around \$5,000.00-\$7,000.00 a year for sewer. Commissioner Flasher asks why they're getting this information now, and is it something new. Commissioner Albright states yes, it's new; Laura Gumm is also the representative for the SASD; she'll watch the rates and let us know if we should change back, if the new rates aren't saving us money. Commissioner Griffin states that it doesn't look like reliability is affected; 5:00 a.m. – 7:00 a.m. is higher and the evenings; 5:00 p.m. – 9:00 p.m. are peak highs. Commissioner Katte asks if all of the locations have electrical service. Ms. Free states yes; the wells also have gas service and so does the Cth Y lift station. Commissioner Flasher states that he'd like the DPW's opinion.

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves to change to the Alliant Energy Gs-3 Rate Schedule – General Service Time of Use for the lift stations as outlined in the PSCW Authorization Order 66870-UR-120 condition upon the review and approval by DPW Blashka per a motion by Commissioner Griffin and a second by Commissioner Albright.” Motion carried.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves to change to the Alliant Energy Gs-3 Rate Schedule – General Service Time of Use for the well houses as outlined in the PSCW Authorization Order 66870-UR-120 condition upon the review and approval by DPW Blashka per a motion by Commissioner Flasher and a second by Commissioner Lutzke.” Motion carried.

Commissioner Griffin asks Ms. Free to e-mail DPW Blashka and make him aware of the motion and have him let the Commissioners know if he has any concerns; if he agrees with the change, he asks Ms. Free to e-mail Ms. Gumm and have her make the necessary changes to the accounts; he asks to have the Commissioners copied on these e-mails. Commissioner Flasher asks Ms. Free to make a note to continue to check the Districts' electric bills for decreases or issues.

### **9. Town of Sheboygan Plan Commission Update**

Commissioner Hoepfner states that there wasn't a January meeting.

#### **10. Operator's Report**

Ms. Free states that DPW Blashka is snow plowing, but asked that she report that the water and sewer systems are running fine. He thinks that there's still a water leak that he's been unable to detect; the Mapledale Dr. flushing hydrant was damaged, so Mr. Witters went to evaluate; it's a private flushing hydrant and it was damaged by the residents who maintain it, so they're responsible to fix it; Mr. Witters explained what they needed to do to make the repair.

#### **11. Communication & Correspondence Received After Posting of Agenda** **State Statute Update – Legislative Amendment re: Wis. Stat. 66.0603**

Attorney Bauer states that the Legislative Amendment allows for municipalities to make longer term investments; it went from three to seven years; all other terms remained the same. Commissioner Flasher states that the Water District has ten to twelve scattered cd's; we might be able to space them a little more; Commissioner Hoepfner and Commissioner Lutzke advise not going out too far; rates are expected to go up a little. Commissioner Griffin asks if current rates offered are a good deal. Attorney Bauer states that they're not that good yet.

Attorney Bauer states that Chairman Hein was advised that Sam's Club is pulling out of their proposed development at the old Menard's site; the information came when Sam's Club announced that they were closing 93 other locations; they'll be putting the property on the market for sale. Commissioner Flasher asks if Gander Mountain is coming back. Attorney Bauer states yes, under Gander's Outdoors. Commissioner Griffin asks when this is anticipated. Commissioner Stewart states this fall.

#### **12. Pending Item List Review**

The pending item list is reviewed and updated accordingly. The list is part of the minutes' book for review and record retention purposes.

Commissioner Griffin states that there are no updates.

#### **13. Adjourn – Sanitary District No. 3 (Water)**

"There being no further business, the Town of Sheboygan Sanitary District No. 3 (Water) Commission adjourns the meeting at 4:24 p.m. until Monday, February 19, 2018 at 4:00 p.m. per a motion by Commissioner Flasher and a second by Commissioner Hoepfner." Motion carried.

### **Sanitary District No. 2 (Sewer) Agenda - Immediately Following Completion of Joint Agenda**

#### **14. Approval of the January 15, 2018 Monthly Bills**

Commissioner Griffin states that DPW Blashka has a note to hold the Miller Implement invoice. Ms. Free states that she'll have DPW Blashka e-mail the Commissioners to explain why he'd like this check held.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the January 15, 2018 monthly bills as submitted and approves holding payment to Miller Implement until receiving an explanation from DPW Blashka per a motion by Commissioner Griffin and a second by Commissioner Albright." Motion carried.

#### **15. Discussion/Action – Utility Upgrades by Mi-Tech Services Inc**

Commissioner Griffin states that we received e-mails in December regarding utility upgrades by the Pigeon River lift station. Commissioner Albright states that Mi-Tech Services does work for Alliant Energy. Attorney Bauer states that we haven't received any further correspondence. Commissioner Katte asks if there was other work being done at the Pigeon River lift station. Ms. Free states that Great Lakes TV & Seal found a leak and it's been repaired. Commissioner Albright states that Alliant wants to begin their work this May. Attorney Bauer states that this item should remain on the agenda.

#### **16. Communication & Correspondence Received After Posting of Agenda**

Commissioner Griffin states that nothing's been submitted. Commissioner Katte asks if the Town Hall heating issue has been addressed. Attorney Bauer states that a joint meeting will be scheduled at the Town Board's meeting tomorrow; the analysis has been scaled back until the Boards know what they want to do. Commissioner Katte states that this is more of a maintenance issue than an engineering issue. Attorney Bauer states that the question is what's best overall; the general concern is that the system is over 40 years old and

it's time to make capital improvements; we need to hear what Randy Stange, of AECOM, has to say. Commissioner Katte states that we can easily get a contractor in to make repairs. Commissioner Stewart states that there are parts that are obsolete and some things that are no longer serviceable.

Attorney Bauer states that the Village of Kohler plans to connect to the North/South Interceptor in 2018; they're currently working on the engineering study and expect construction to begin in 2019; they know that they have a financial responsibility to Sanitary District No. 2.

**17. Adjourn – Sanitary District No. 2 (Sewer)**

“There being no further business, the Town of Sheboygan Sanitary District No. 2 (Sewer) Commission adjourns the meeting at 4:34 p.m. until Monday, February 19, 2018, following the Sanitary District No. 3 (Water) monthly meeting per a motion by Commissioner Griffin and a second by Commissioner Katte.” Motion carried.

**Town of Sheboygan Sanitary District No. 2 Sewer**

**David Griffin**, President  
**Ken Katte**, Treasurer  
**David Albright**, Secretary

**Town of Sheboygan Sanitary District No. 3 Water**

**Mark Flasher**, President  
**Jerome Hoepfner**, Treasurer  
**Spencer Lutzke**, Secretary

**Minutes approved on February 19, 2018**