

NOTICE OF PUBLIC MEETINGS

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)

AND

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER)

Date: MONDAY, December 20, 2021

Place: Town of Sheboygan Town Hall, 4020 Technology Parkway, Sheboygan, Wisconsin

Time: 4:00 p.m. - Sanitary District No. 3 (Water) Monthly Meeting

Time: To Follow Sanitary District No. 3 (Water) Meeting – Districts Joint Monthly Meeting

Time: To Follow Joint Meeting - Sanitary District No. 2 (Sewer) Monthly Meeting

Time: To Follow Sanitary District No. 2 (Sewer) Monthly Meeting – Closed Session

The monthly meeting of the Town of Sheboygan Sanitary District No. 3 (Water) Commission began at 4:00 p.m. A joint meeting of the Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water) Commissions began at 5:00 p.m., followed by the Sanitary District No. 2 (Sewer) Commission monthly meeting at 5:30 p.m. and there was no Joint Closed Session meeting on Monday, December 20, 2021 at the Town of Sheboygan Town Hall, 4020 Technology Parkway, Sheboygan, WI 53083, Sheboygan County.

1. Call to Order

The Town of Sheboygan Sanitary District No. 3 (Water) Commission monthly meeting is called to order by President Art Stewart at 4:00 p.m. The following were also present at the meeting: Secretary Spencer Lutzke and Treasurer Dave Albright, Sanitary District No. 3 (Water); Town Attorney Michael Bauer; Engineer Tom Holtan; Alternate Commissioner Matt Dahlem; Deputy Director of Public Utilities Damian Nevers; Deputy Director of Public Works Tod Holfeltz; Office Manager Darla Free and those persons on the attached list.

2. Approval of the December 20, 2021 Monthly Bills

Commissioner Stewart asks what the Kip Gulseth Construction invoice is for. DDPU Nevers states that they were hired to repair a water leak on Cth J and Windmor Dr.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the December 20, 2021 monthly bills as submitted per a motion by Commissioner Albright and a second by Commissioner Stewart.” Motion carried.

3. Discussion/Action – Reimbursement for Damage Due to Valve Leak, N6951 Woodside Hills Dr

DDPU Nevers states that he spoke with the property owners and they mentioned that they may submit a claim from issues they had with their interior plumbing from the Cth J and Windmor Dr valve leak, but we haven’t heard back from them yet.

4. Discussion/Action – Groundwater/Distribution Certification/DNR Operator Exam Class for Nathan Luedtke

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves Nathan Luedtke to attend the Groundwater/Distribution Certification/DNR Operator Exam Class in Green Bay and via Zoom per a motion by Commissioner Albright and a second by Commissioner Lutzke.” Motion carried.

5. Discussion/Action – Well No. 2 Rehabilitation Update

Troy Simonar, from CTW Corporation, is in attendance for this agenda item. DDPU Nevers states that CTW pulled the pump and put a camera down Well 2; he invited Troy to attend the meeting to report his findings to the Commission. Mr. Simonar states that there is a dead zone in the well and he recommends abandoning this area; he believes the contamination issues are being caused by private well(s) in the area; private wells are not required to meet the safety standards that a municipal well must meet; all of the water comes in from two aquifers and this well actually has the capacity to pump twice as much that is currently being pumped now. Commissioner Stewart states that we are required to be able to keep up with demand with one well if two wells are out. Commissioner Albright asks if TIF funds can be used for well upgrades. Attorney Bauer states yes. Mr. Simonar states that he will get samples of well ordinances and costs for a pump, motor and control; he estimates the cost of these things to be around \$25,000.00. Engineer Holtan states that we will also need the costs to abandon the 100’ section of the well.

6. Communication & Correspondence Received After Posting of Agenda

Nothing submitted; no updates.

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

7. 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 5:00 p.m. by Commissioner Stewart and Treasurer Ken Katte, Sanitary District No. 2 (Sewer). Secretary Jeff Klosterman, Sanitary District No. 2 (Sewer), is also in attendance.

8. Approval of the November 15, 2021 Monthly Meeting Minutes

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the November 15, 2021 monthly meeting minutes per a motion by Commissioner Klosterman and a second by Commissioner Katte.” Motion carried.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the November 15, 2021 monthly meeting minutes per a motion by Commissioner Albright and a second by Commissioner Stewart.” Motion carried.

9. Discussion/Action – Purchase of Cretex Pro-Rings & Curb Stop Box Lids

DDPU Nevers states that he got multiple quotes; Ferguson was the cheapest but they are increasing costs 7% in 2022 and we already know we will be finishing up in Riverwoods Subd and we have other areas that need work; we use these products for manholes and curb stops. Engineer Holtan states that this work helps to reduce I & I.

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the Ferguson quote of \$9,593.25 for products to make upgrades and repairs to manholes per a motion by Commissioner Katte and a second by Commissioner Klosterman.” Motion carried.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the Ferguson quote of \$250.00 for 25 curb stop box lids per a motion by Commissioner Albright and a second by Commissioner Stewart.” Motion carried.

10. Discussion/Action – Districts’ Investments, CD Rates and CD Maturities

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the purchase of a two-year Webbank cd for \$250,000.00 at 0.750%, or an equivalent cd, using funds from the Wisconsin Bank & Trust replacement money market per a motion by Commissioner Klosterman and a second by Commissioner Katte.” Motion carried.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the purchase of a two-year Webbank cd for \$250,000.00 at 0.750%, or an equivalent cd, using funds from the Wells Fargo holding account per a motion by Commissioner Lutzke and a second by Commissioner Albright.” Motion carried.

11. Town of Sheboygan Plan Commission Update

Commissioner Albright states that Eileen Robarge was at the meeting to discuss her proposed development on Playbird Rd; she is planning on developing six buildings with 120 total units. Engineer Holtan states that the buildings will have private laterals and possibly a holding tank for fire protection.

12. Operator’s Report

DDPU Nevers states that his Operator’s Report has been submitted; he states that the 12” meter at the Pigeon River lift station has been installed and programmed by Energenecs; the valve now allows us to change out that meter and we won’t have to by-pass. He states that Energenecs was in last week and installed the new impellers and replaced the volute and headcase at the Cth Y lift station. He states that the pump should be able to push 400 gallons per minutes, but last week they observed that it was only pushing 340 gallons; we lost force and volume; Energenecs asked if we had air valves; we opened manholes and saw that we do and there was a lot of corrosion; they hadn’t been maintained so it caused air lock; there are two to the South, one isn’t that bad, and there are three to the north that are buried in a field; he and Mr. Witters will go out next week and try to find them; he has contacted vendors for quotes to have the valves replaced; it will cost around \$1,000.00 per valve; he’s waiting to hear back from the vendors; the pipes between are in good shape and the tee’s are also in good shape; we will probably replace the bolts with stainless steel; we will need to flush these once a year; there are 12 that exit the Pigeon River lift station, so they will check those next summer. He states that they also have to replace a pipe at the Cth Y lift station, it is the picture of the blue pipe submitted in his Operator’s Report; he is waiting for quotes from vendors. Commissioner Katte asks if this was caused by the chemicals they add to this lift station. DDPU Nevers states that it was probably caused by gasses that burp out.

DDPU Nevers states that there was a water leak at Cth J and Ridgemor; the Kip Gulseth Construction invoice was for this repair; the bolts weren’t stainless steel and the leak was about 6’ deep; we have the equipment to make a repair like this but we would need training and a trench box; he would like to have this equipment and the training for the future. He received a letter from the DNR because the Water District’s Water Use Individual Permit has expired; this permit mandates how much water withdrawal we can have; the DNR permits 2,880,000 gallons per day. He states that a

hydrant behind Wal Mart froze; it had water in it so maybe it wasn't pumped out this past summer; it was a quick repair. He states that there are nineteen more sewer and water laterals that need to be installed for Lincoln Estates and he has been inspecting the work.

13. Communication & Correspondence Received After Posting of Agenda

Commissioner Katte asks if there is an ARPA funds update; we talked to Chairman Hein about funding some District projects with ARPA funds at last month's meeting. Supervisor Schwinn states that the next ARPA disbursement to the Town will be in June.

14. Pending Item List Review

Nothing submitted; no updates.

Sanitary District No. 2 (Sewer) Monthly Agenda – Immediately Following Completion of Joint Meeting

15. Approval of the December 20, 2021 Monthly Bills

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the December 20, 2021 monthly bills as submitted per a motion by Commissioner Katte and a second by Commissioner Klosterman." Motion carried.

16. Discussion/Action – Appointment of Commission Positions

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby appoints Alternate Commissioner Matt Dahlem as President of Sanitary District No. 2 (Sewer) per a motion by Commissioner Klosterman and a second by Commissioner Katte." Motion carried.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby appoints Randy Blindauer as Alternate Commissioner of Sanitary District No. 2 (Sewer) per a motion by Commissioner Katte and a second by Commissioner Klosterman." Motion carried.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby appoints Randy Blindauer as Alternate Commissioner of Sanitary District No. 3 (Water) per a motion by Commissioner Albright and a second by Commissioner Lutzke." Motion carried.

17. Communication & Correspondence Received After Posting of Agenda

Nothing submitted; no updates.

18. Closed Session

The Districts do not enter into Closed Session.

19. Open Session

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby recommend to the Town of Sheboygan Town Board to hire Jamie Hilbelink as Administrative Assistant per a motion by Commissioner Klosterman and a second by Commissioner Katte." Motion carried.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby recommend to the Town of Sheboygan Town Board to hire Jamie Hilbelink as Administrative Assistant per a motion by Commissioner Albright and a second by Commissioner Lutzke." Motion carried.

20. Adjourn – Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water)

"There being no further business, the Town of Sheboygan Sanitary District No. 2 (Sewer) Commission adjourns the meeting at 5:45 p.m. until Monday, January 17, 2022 per a motion by Commissioner Dahlem and a second by Commissioner Klosterman." Motion carried.

"There being no further business, the Town of Sheboygan Sanitary District No. 3 (Water) Commission adjourns the meeting at 5:45 p.m. until Monday, January 17, 2022 per a motion by Commissioner Stewart and a second by Commissioner Lutzke." Motion carried.

Town of Sheboygan Sanitary District No. 2 Sewer

Matt Dahlem, President
Ken Katte, Treasurer
Jeff Klosterman, Secretary

Town of Sheboygan Sanitary District No. 3 Water

Art Stewart, President
Dave Albright, Treasurer
Spencer Lutzke, Secretary

Minutes approved on January 17, 2022