

**MEETING MINUTES OF
TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)
Date: Thursday, February 14, 2019
Place: Town Hall, 1512 N. 40th St., Sheboygan, Wisconsin
Time: 4:00 p.m. – Sanitary Dist. No. 3 Water Monthly Meeting**

The monthly meeting of the Town of Sheboygan Sanitary District No. 3 (Water) Commission began at 4:00 p.m. on Thursday, February 14, 2019 in open session at the Town of Sheboygan Town Hall, 1512 N. 40th 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 Dave Albright, 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); Sanitary Districts No. 2 (Sewer) and No. 3 (Water) Alternate Commissioners Jeff Klosterman and Damian Nevers; Town Attorney Michael Bauer; Director of Public Works William Blashka; Office Manager Darla Free; Administrative Assistant Chris Steeb and those persons on the attached list.

2. Approval of the February 14, 2019 Monthly Bills

Commissioner Albright asks if the invoice for two heaters from Viking Electric is for the well houses. DPW Blashka states that they're for the towers; the one's we had were old and failing; we upped the wattage because the old heaters couldn't keep up; we went from 100 to 150 watts; next month you'll see a bill for a new heater for Well 2.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the February 14, 2019 monthly bills as submitted per a motion by Commissioner Albright and a second by Commissioner Lutzke." Motion carried.

3. Approval of the January 21, 2019 Monthly Meeting Minutes

Commissioner Albright states that they'll wait until the March monthly meeting to approve the minutes.

4. Discussion/Action – Driveway Repair Request for 4327 Country Meadows Dr, Jitendra Patel

DPW Blashka states that Mr. Patel wants a crack by his curb stop in his driveway repaired; ten years ago there was a leak at this property between the curb stop and the street; we pulled a new line and fixed the leak; he told the resident he'd bring the matter to the Commissioners. Attorney Bauer states that if it's in the Town's right-of-way, you'd be fixing your own street apron.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby denies Mr. Patel's claim per a motion by Commissioner Albright and a second by Commissioner Hoepfner." Motion carried.

5. Discussion/Action – Approval of Attendance to the 2019 WI Rural Water Conference for DPW Blashka

DPW Blashka states that the conference starts on a Tuesday, but he'll leave Monday because it's in La Crosse; he'll return Friday after classes; the cost of the conference is \$250.00 plus hotel and meals. Commissioner Albright asks if he'll be taking the Town truck. DPW Blashka states that he usually takes his own vehicle and turns in his mileage because he'll be gone the whole week, but it's up to the Commissioners. Alternate Klosterman asks if there's an insurance issue if he takes his own vehicle. Supervisor Schwinn states that he should take the Town vehicle.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves DPW Blashka’s attendance at the 2019 WRWA Technical Conference in La Crosse per a motion by Commissioner Albright and a second by Commissioner Hoepfner.” Motion carried.

6. Discussion/Action – Tower 1 Maintenance

DPW Blashka states that he hasn’t heard back but it’s early in the season; leave this item on the agenda.

7. Discussion/Action – New Water Tower Site

Commissioner Albright states that there are no updates.

8. Discussion/Action – Insurance Claim: Well 2 Freeze Up

DPW Blashka states that they constantly check and monitor the wells and towers, especially during cold and wet weather; we got a call from the Sheriff’s Dept. early Sunday morning because a resident called them because they saw water coming out of Well 2; we turned off the pumps and went into the chlorine room, which had 1” of water on the floor; it was coming from the ceiling and the lights weren’t working; Mr. Witters and Mr. Winscher came in to help clean up and troubleshoot; we found a leak in the elbow in the southwest corner; we contacted Rural Mutual Insurance and they suggested Midwest Restoration for the clean-up; they’ll be doing the work but they said we might need an electrician for the chlorinator and we use Specht Electric for this kind of work; both should be here next week to start the work; the insurance adjuster said they’ll reduce our deductible from \$1,000.00 to \$500.00 for the work we had already done.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves Midwest Restoration to complete the restoration work and Specht Electric to make the electrical repairs at Well 2 per a motion by Commissioner Albright and a second by Commissioner Hoepfner.” Motion carried.

DPW Blashka states that he spoke with Energenecs about installing sensors in the well houses so they can get notified if the temperature drops; right now only the control rooms have this, but it doesn’t help in the other rooms; we would need electrical work and ten sensors; one station has four rooms and the others have three rooms; the towers should also have sensors. He states that he’d also like to get a gift card for the resident who notified the Sheriff’s Dept.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the purchase of a \$25.00 gift card for the resident, hiring Specht Electric for the electrical work and having Energenecs install the ten sensors for the well houses and sensors for the towers per a motion by Commissioner Albright and a second by Commissioner Hoepfner.” Motion carried.

9. Discussion/Action – Water Service Leak at Shoppes of Mill Rd

DPW Blashka states that Michel’s was putting in a power line and they hit the service after the valve, which is the owner’s responsibility; he viewed the damage and the repair; the Commissioners determined that they have no responsibility because the damage was on the private side of the valve and the District doesn’t maintain records nor do they mark private services.

10. Discussion/Action – Civic Systems Computer Software and Conversion Services Proposal

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves to move forward with inquiring into upgrades for a new software program per a motion by Commissioner Albright and a second by Commissioner Hoepfner.” Motion carried.

11. Town of Sheboygan Plan Commission Update

Commissioner Hoepfner states that Mr. Gottsacker is going to be adding one new lot for a duplex in Springtime Ridge; Franzen Graphics is planning on building a storage shed on the east side of Hwy 42, across from their building.

12. Operator’s Report

DPW Blashka states that he’s submitted the pumpage report for January.

13. Communication & Correspondence Received After Posting of Agenda

Commissioner Albright states that he and Supervisor Schwinn attended a Sheboygan County Hazard Mitigation Plan meeting; they’ll bring back information as they attend the meetings.

14. 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.

15. 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 5:08 p.m. until Monday, March 18, 2019 at 4:00 p.m. per a motion by Commissioner Albright and a second by Commissioner Hoepfner.” Motion carried.

Town of Sheboygan Sanitary District No. 3 Water

David Albright, President

Jerome Hoepfner, Treasurer

Spencer Lutzke, Secretary

Minutes approved on March 18, 2019