

NOTICE OF PUBLIC MEETINGS

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)

AND

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER)

Date: MONDAY, February 17, 2020

Place: Town Hall, 1512 N. 40th St., Sheboygan, Wisconsin

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

Time: To Follow Sanitary District No. 3 Meeting – Districts Joint Monthly 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) Commission began at 4:10 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 5:10 p.m. on Monday, February 17, 2020 in open session at the Town of Sheboygan Town Hall, 1512 N. 40th St., Sheboygan, WI 53081, Sheboygan County.

1. Call to Order

The Town of Sheboygan Sanitary District No. 3 (Water) Commission monthly meeting is called to order by Treasurer Jerry Hoepfner, Sanitary District No. 3 (Water) at 4:00 p.m. The following were also present at the meeting: Secretary Spencer Lutzke, Sanitary District No. 3 (Water); Sanitary Districts No. 2 (Sewer) and No. 3 (Water) Alternate Commissioner Jeff Klosterman; Town Attorney Michael Bauer; Town Engineer Tom Holtan; Director of Public Works William Blashka; Deputy Director of Public Utilities Damian Nevers; Office Manager Darla Free and those persons on the attached list.

2. Approval of the February 17, 2020 Monthly Bills

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the February 17, 2020 monthly bills as submitted per a motion by Commissioner Hoepfner and a second by Commissioner Lutzke." Motion carried.

3. Discussion/Action – Water Main Work at Kohler Credit Union Site

DPW Blashka states that he got a map of their infrastructure but he's waiting for the as-builts and they're aware of this; they televised but not the whole line because they used a push track type of camera; they had to dig up an area to tie into, that work was witnessed and is good; there's still no information on the hydrant or the end of the lateral; they took water samples and so did we and they all came back good; we can approve this once we get the as-builts; this should stay on the agenda until then.

4. Discussion/Action – Tower 2/US Cellular Third Amendment to Option Water Tower & Ground Space Lease & Dixon Engineering Proposal/Contract Agreement for Antennas

DPW Blashka states that he spoke with Jim Weinmann and told him that we can't approve the agreement until US Cellular agrees to the rent rate increase. Commissioner Klosterman asks if they have a start date. DPW Blashka states that they can't start any work until we have a signed contract. Commissioner Klosterman states that time is on their side because they're paying the current rental rate. DPW Blashka states yes, but they can't make the upgrades they need. Attorney Bauer states that the new proposed rate will be retroactive to January 1, 2020. DPW Blashka states that their upgrades have to be approved by Dixon but he won't send them for approval until the contract is signed; they have ten antennas and they want to have twelve.

5. 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

6. 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 4:10 p.m. by Commissioner Hoepfner and President Dave Griffin, Sanitary District No. 2 (Sewer). Treasurer Ken Katte, Sanitary District No. 2 (Sewer) and Secretary Art Stewart, Sanitary District No. 2 (Sewer) are also in attendance.

7. Approval of the January 20, 2020 Monthly Meeting Minutes

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the January 20, 2020 monthly meeting minutes per a motion by Commissioner Griffin and a second by Commissioner Katte." Motion carried.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the January 20, 2020 monthly meeting minutes per a motion by Commissioner Hoepfner and a second by Commissioner Lutzke." Motion carried.

8. Discussion/Action – Water & Sewer Extension, Parcel 59024341880, WI Lakefront Property Management

Darlene Gumm, Larry Gumm, Ken Gumm, Char Gumm, Brian Garbe and Joe Bronoski are in attendance for this agenda item. Commissioner Griffin states that he requested this item be on the agenda; it was on the Plan Commission agenda; the proposed project is five stand alone buildings with three buildings designed for 22 units per building and two buildings designed for 16 units per building; 98 total units; Ordinance 6.06(c) UCE Formulas calculates multi-dwelling apartments as one unit for the first dwelling unit in a building plus one-half unit for each additional dwelling unit within a single building with a maximum of not more than five additional units per building; each Lakefront Property building's connection fee will be \$7,000.00, \$35,000.00 for the entire proposed project, payable at time of plan submittal. Char Gumm states that they got the signed easement from Menard's and they should be able to present it at the Town Board meeting tomorrow; they're working with the lawyers on the language.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves a connection fee of \$7,000.00 per building, \$35,000.00 total for the proposed five building project as presented for Wisconsin Lakefront Property Management per a motion by Commissioner Stewart and a second by Commissioner Katte." Motion carried.

9. Discussion/Action – Water & Sewer Service for Sheboygan Senior Community Expansion, 3505 Cth Y

Stephanie Goetz is in attendance for this agenda item. Commissioner Griffin states that this item was on the Plan Commission agenda and their expansion proposal is in everyone's packet; the original connection fee in 2014 was \$15,000.00, based off of the number of residents; using this calculation the connection fee for the proposed expansion should be \$9,000.00. He asks if there are any questions. Ms. Goetz states no, that this is fair.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves a sewer connection fee of \$9,000.00 for the proposed expansion as presented for Sheboygan Senior Community per a motion by Commissioner Griffin and a second by Commissioner Stewart." Motion carried.

10. Discussion – Town Planning Development Director

Commissioner Griffin states that he put together information for review; it wouldn't be right to use flows, etc. to pay for this position, but they could contribute using the mill tax; annexation is a real concern; the main lift station has limitations and we need to be careful to add connections to our system. DPW Blashka states that we're fine with capacity, we're only using one force main and we still have a second one to use. Commissioner Griffin states that he'd like some of the Commissioners to attend any Town Board meetings regarding the position.

11. Status – Deputy Director of Public Utilities

Commissioner Griffin introduces Damian Nevers as the new Deputy Director of Public Utilities and congratulates him and thanks all of the staff that worked on this committee.

12. Town of Sheboygan Plan Commission Update

Commissioner Hoepfner states that the ten-year Comprehensive Plan was approved; Wisconsin Lakefront Property Management applied for a conditional use permit; Trek Bicycle on Vanguard Dr came for a sign permit; Sheboygan Senior Community came to discuss their proposed expansion; Mike Werner came to discuss a proposed subdivision.

13. Operator's Report

DPW Blashka states that everything's running fine with both Districts; there weren't any leaks last month; he and the crew are working with the County on repairing the floor drain in the highway shed because it was collapsing; the cost will be split three ways; they keep salt in the trucks and that caused the problem; the grates were collapsing but they're being replaced with stainless steel, so it shouldn't happen again. He states that he spoke with Dave Biebel and Ryan Sazama, from the City of Sheboygan, and they need to do upgrades to the Indiana lift station, something similar to the main lift station and we'll be responsible for a portion; it's located east of Taylor Dr and goes into the N/S Interceptor. Attorney Bauer states there's an agreement for volume, but we have to look to see if we also pay maintenance; we have to look at how we bill the City and how they bill us. Commissioner Griffin states that when they send us our monthly flow and lab data, it doesn't tell us how they're coming up with the charges, there could be a surcharge on BOD's. DPW Blashka states that they're probably just using flows. Commissioner Griffin states that we want to learn how these charges are calculated.

14. Proposal for DPW/Utilities Wireless and Door Access at Shed

DPW Blashka states that the Town Board approved this last month but they said it should be a three-way split; they have wireless service in their lunchroom and office area; if something happened at the Firehouse and elections had to be moved to the highway shed, they'd require this access; we'd have to have wireless in the bay area. He states that he also

proposed a fob system, there would be a \$30.00 monthly fee, split three ways; the cost for the fob's, equipment and install would be \$3,157.00 each Town and Districts; Pros 4 Technology, who is now doing all of our computer installs and tech support, will be doing the work; keys are \$50.00 a piece to replace and all of the locks have to be changed out if a key's lost. Commissioner Lutzke asks who gets access. DPW Blashka states that it would be all of the full and part time crew and some of the Town Board; the Firehouse already has this; it gives us the security on the building we need. Commissioner Stewart states that this is a good idea, it's a flexible system and you can give temporary access if needed.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the installation and maintenance fees for wireless service and fobs at the highway shed with costs split equally between the Town and Districts per a motion by Commissioner Griffin and a second by Commissioner Stewart." Motion carried.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the installation and maintenance fees for wireless service and fobs at the highway shed with costs split equally between the Town and Districts per a motion by Commissioner Hoepfner and a second by Commissioner Lutzke." Motion carried.

15. Communication & Correspondence Received After Posting of Agenda

Commissioner Griffin states that they got a request from the auditors to sign their engagement letter; the auditors are coming this Wednesday; this should be added to the March agenda for approval.

16. 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.

17. 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 5:10 p.m. until Monday, March 16, 2020 per motion by Commissioner Hoepfner and a second by Commissioner Lutzke." Motion carried.

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

18. Approval of the February 17, 2020 Monthly Bills

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the February 17, 2020 monthly bills as submitted per a motion by Commissioner Stewart and a second by Commissioner Katte." Motion carried.

19. Approval of the January 9, 2020 Meeting Minutes

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the January 9, 2020 meeting minutes per a motion by Commissioner Stewart and a second by Commissioner Griffin." Motion carried.

20. Review/Adopt – Ordinance No. 2020-2 An Ordinance Amending Sections 7.02, 7.03, 7.04 and 7.05 Sewer Service Charges for The Town of Sheboygan Sanitary District No. 2 (Sewer)

Commissioner Griffin states that the revised charges were reviewed at the January 9 meeting and the District's January monthly meeting; the change is to off-set the budget deficit.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby adopts Ordinance No. 2020-2 An Ordinance Amending Sections 7.02, 7.03, 7.04 and 7.05 Sewer Service Charges for The Town of Sheboygan Sanitary District No. 2 (Sewer) per a motion by Commissioner Griffin and a second by Commissioner Katte." Motion carried.

21. Discussion – Silvergate CD Early Call Replacement

Commissioner Griffin states that the District purchased a \$200,000.00 Goldman Sachs Bank USA cd, 1.850% for four years to replace the Silvergate cd that was called.

22. Communication & Correspondence Received After Posting of Agenda

Commissioner Griffin states that he wants to schedule a meeting in March or April with the City wastewater staff to review how we're billing each other and to review how our City bill is calculated.

23. 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 5:26 p.m. until Monday, March 16, 2020 after the Water District monthly meeting per 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
Arthur Stewart, Secretary

Town of Sheboygan Sanitary District No. 3 Water

David Albright, President
Jerome Hoepfner, Treasurer
Spencer Lutzke, Secretary

Minutes approved on March 16, 2020