

**MEETING MINUTES OF  
TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER)  
AND  
TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)**

**Date: Monday, March 16, 2015**

**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: 4:15 a.m. Joint Meeting – Sanitary Dist. No. 2 Sewer & Sanitary Dist. No. 3 Water**

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

A monthly meeting of the Town of Sheboygan Sanitary District No. 3 (Water) Commission began at 4:00 p.m. and a joint meeting of Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water) Commissions began at 4:15 p.m. The Sanitary District No. 2 (Sewer) Commission continued on with their monthly meeting after the matters in Joint Session had been discussed on Monday, March 16, 2015 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 at 4:00 p.m. The following were also present at the meeting: Commissioner Jerry Hoepfner, Treasurer; Commissioner Spencer Lutzke, Secretary; Attorney Michael Bauer; Engineer Tom Holtan; Director of Public Works William Blashka; Office Manager Darla Free and those persons on the attached list.

**2. Approval of the March 16, 2015 Monthly Bills**

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the March 16, 2015 monthly bills as submitted per a motion by Commissioner Hoepfner and a second by Commissioner Lutzke.” Motion carried.

**3. 2014 Audit & PSC Report – Accountant Bryan Grunewald, Schenck & Associates**

Accountant Bryan Grunewald is in attendance. He states that there's more information put into the management manager compared to prior years; it's unmodified, that's positive news. He states that page two talks about segregation of duties; because of the size of the staff, this is mentioned every year; it's a common statement for small municipalities; that's why the Board's play an important role; there's nothing unusual to report; if there would have been, they would have contacted the Boards sooner. He states that page three identifies the adjustments made during the audit; they've all been made and are in the reports. He states that page four covers the operating income; it's down slightly; expenses were up due to wages, benefits and maintenance; 2014 was cold, that creates expenses. He states that the District's interest income was up significantly. He states that the PSC focuses on rate-of-return; the 2014 dip was due to maintenance expense. He states that the debt has stayed fairly consistent; the unrestricted net position of the District is impressive, \$2.6 million in 2014. He states that the current assets vs. current liability has a nice steady growth and there's been an improvement in working capital. He states that at the bottom of page seven there's a footnote regarding the WI Retirement System; the WRS will do what's on the bullet list; the rep letter is to show we've included it; it's standard practice. Commissioner Flasher asks if it's been a problem with using some of the District's old general ledger numbers versus what the PSC required a few years back. Mr. Grunewald states that they look at how expenses are grouped together and how they need to prep for the PSC. Commissioner Flasher states that the report says we could use another employee. Mr. Grunewald states that this comment goes back to the segregation of duties; it's nothing unusual, we're just trying to remind you; what you are doing is working well; if you want to revise the wording, we could; we are not suggesting, it's just disclosure. Commissioner Flasher states that by using the old general ledger numbers, it helps DPW Blashka to keep track of what we're spending on each well, tower; to track if something's not functioning properly. Mr. Grunewald states that there weren't a lot of comments regarding the PSC Report. He states that they take our information and put it into the PSC format; they monitor water

loss; pumpage over billing; 2014's water loss was 23%; 2013 was 22%; two years prior the loss was 12-14%; the PSC monitors this; this year's loss does stick out. Commissioner Flasher states that we try to estimate this; we came up with about 2.5 million gallons unaccounted for; is this typical? DPW Blashka states yes, it is. Commissioner Flasher asks if we're having more breaks than other communities. DPW Blashka states that we have more services than other communities our size; all services are in clear stone and a leak will follow this; we watch if the sump pumps are running; a leak will usually come up by a resident's home or their neighbors; usually someone calls us if their sump pump is consistently running; we checked about half of the Town later last summer and found nothing; we'll do that again this summer; our pumping is way down right now; we're at about 300,000 gallons per day and that's about average; it's up slightly right now but the car washes are busy, this would explain it; when people are watering their lawns in summer, it's hard to tell if there are leaks. Commissioner Flasher asks if we'll get correspondence from the PSC regarding this. Mr. Grunewald states that they may send a letter. DPW Blashka states that we look for leaks, if we find them we repair them; if we didn't do this, they'd want more studying done. Commissioner Flasher states that his main concern is that he'd like to get the unaccounted water to 15%. Mr. Grunewald states that most municipalities have a high water loss and it's usually due to services. Commissioner Flasher asks if the District's loss is out of line. Mr. Grunewald states that the District has an explanation for the loss. He asks if there are any other comments or questions. Commissioner Flasher states that the District's rate-of-return is down, but if we're able to continue to build the reserve, he wants to keep the rates where they are; he doesn't want a full rate study. Mr. Grunewald states that the District's authorized rate-of-return is 7.5%. He states that the PSC is feeling pressure because municipalities are asking for rate increases; it is very expensive to put in mains but it's difficult to pass along the costs to the residents with this economy; the District should continue to plan ahead; your reserves are strong; you've covered operation costs with other revenue; you should continue to monitor your water loss and operating revenue.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the 2014 Audit Report and PSC Report as presented by Accountant Bryan Grunewald and Schenck and Associates per a motion by Commissioner Flasher and a second by Commissioner Hoepfner." Motion carried.

#### **4. Discussion/Action – Tower 2 Upgrades, Verizon Wireless**

DPW Blashka states that Verizon has answered a lot of Dixon Engineering's questions but now they have another change that Dixon is reviewing. He states that the outside containment is different than their original plan states; we should have everything by next month's meeting. Commissioner Flasher states that there was a bill from Dixon Engineering; will we get reimbursed? Ms. Free states that she invoiced Verizon and we received their payment.

#### **5. Update - Comprehensive Water System Master Plan**

Commissioner Flasher states that Attorney Bauer is talking with Engineer Holtan about this project. Attorney Bauer states that this should remain on the agenda for next month's meeting.

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

Nothing submitted; no updates.

### **Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water) 3:15 p.m. Joint Agenda**

#### **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 4:30 p.m. by Commissioner Flasher and Commissioner Griffin. Commissioner Ken Katte, Treasurer and Commissioner Dave Albright, Secretary, are also in attendance.

#### **8. Approval of the February 16, 2015 Monthly Meeting Minutes**

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the February 16, 2015 monthly meeting minutes per a motion by Commissioner Flasher and a second by Commissioner Hoepfner." Motion carried.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the February 16, 2015 monthly meeting minutes per a motion by Commissioner Katte and a second by Commissioner Albright." Motion carried.

#### **9. Discussion/Action – Proposal of Development, Parcel 352871, Premier Alliance/Tom Ducharme**

Tom Ducharme is in attendance. He presents preliminary engineering plans to the Commissioners. He states that currently there is an 18" sewer main running through the property; he'd like to propose an 8" sewer into the center of the building by directional bore and to continue it to the hydrant at the far corner of the property, then tee it off to another hydrant. Attorney Bauer asks if we have a title with the easement; do we have one from the State. Mr. Ducharme states that he has a title from the State; Port Abstract is re-doing everything. He states that his deal with the State says that there's a utility easement; but if not, they would grant them. Attorney Bauer states that when we run water through, we'll have to be sure that we have the water easement too; you'll want that; then the District maintains it. Mr. Ducharme states that he thinks he should have a maintenance road; he came up with some designs that would use a little less area. Attorney Bauer asks, from an operating standpoint, will you be able to get a fire truck or emergency vehicle there. Mr. Ducharme asks if he deeds over the property for a cul-de-sac, would the Town asphalt it. DPW Blashka states that the County would do the work. Mr. Ducharme states that they'd like to directional bore 10' east of the sewer main for the water main. DPW Blashka states that they could work with Engineer Holtan regarding issues with the railroad; the cul-de-sac, too. Engineer Holtan states that they'd be crossing a creek; there are spawning issues; you'll need DNR permitting. Attorney Bauer states that Mr. Ducharme will be responsible to build per Town and District specifications; AECOM reviews all the plans first and does on-site inspections and then they hand it over to the Town and Districts. Commissioner Flasher asks if we'd ever extend water to this area. DPW Blashka states no; if we ran water down Indiana Ave, we'd be in the City's right-of-way. Mr. Ducharme states that the City has an 8" main the runs over to UW-Sheboygan. Commissioner Flasher asks if the land is held by someone else. DPW Blashka states that it's Town land; it was owned by the State of Wisconsin; we want to run the water down to Indiana Ave for easy access for flushing and easy access for the Fire Department; the Commissioners will have to decide how they want to do the extension; if there's a fire, you want to get further away to hook up to a hydrant. Mr. Ducharme states that they're estimating that it's about 1,600'; they were going to propose a gravel maintenance road so you wouldn't have to drive all the way around to access the facility. DPW Blashka states that it was mentioned that you might extend a trail to the Plank Trail. Mr. Ducharme states that they'll have to talk to the State about this. DPW Blashka states that if you run the water 564", it goes into the City boundaries. Attorney Bauer states that this would be a burden to maintain. Commissioner Albright asks if they have storm water plans. Mr. Ducharme states that they're in the early stages; they're working with the DNR; it depends on the soils tests; if they're going to want to infuse it back into the ground or remove it and bring in the soil they want. DPW Blashka states that he isn't sure how the District got the sewer main in there. Mr. Ducharme states that there are easements dated 1925, they're handwritten. Commissioner Flasher states that we want to make sure we get our easements. Mr. Ducharme states that he wants to work to clean this up. DPW Blashka states that the City of Sheboygan has been working with Bay Lakes, wanting an on/off ramp by 2026. He states that he told them they might want to hold off because of this hotel project; they wanted a full on/off ramp. Commissioner Griffin asks if the sewer's been there since 1972. Attorney Bauer states that it was part of the North/South Interceptor. DPW Blashka states that the water on Greendale Rd went in the late 1990's. Mr. Ducharme states that the water is about 72 psi, 1,100 gpm. Commissioner Flasher states, that from a water standpoint, it's reasonable. Commissioner Griffin asks if they're coming back with final plans. Mr. Ducharme states yes, they're still gathering information; he talked to the Plan Commission last week; it's a relatively easy process; we'd be directional boring the utilities. Commissioner Griffin states that we have sewer connection fees; we need to look at this. Commissioner Flasher asks if we need anything formal right now. Attorney Bauer states that the concept works; now we need details, zoning, then detailed engineering; then it goes to AECOM, we'll be charging back all costs incurred to Mr. Ducharme; when the project gets going, we have inspectors on-site, this gets charged back, too. Mr. Ducharme states that they'll be providing all of the materials. Attorney Bauer states that as we get going, he can tell us where the easements will be; it's a pretty standard water and sewer easement agreement; we'll need a certified survey map. Mr. Ducharme states that he has the csm; he'll provide an electronic copy to everyone; it was done by Hanson. He states that if he can get an actual location on the sewer, then his people will know. Attorney Bauer states that it's a general concept: your engineers design the project to our specifications; our engineers approve the design; we inspect the project, then you turn it over to us. Mr. Ducharme states that he'd like a quick turnaround for his workers. DPW Blashka states that you'll have to go to the Town Board next. Attorney Bauer states that the more information you have, the easier it is for the Town Board. Mr. Ducharme states that he thinks he can use about 50% of the existing road.

#### **10. Discussion/Action – Holidays & Tom's Drive-In, 5533 Superior Ave**

DPW Blashka states that they're still working on it; he received all safe water samples and the pressure test;

the ¾” meter has been installed for Tom’s Drive-In; a 1-1/2” meter will be installed for Holidays; they now have water for construction.

**11. Discussion/Action - Springtime Ridge Condominium Development Update**

DPW Blashka states that he doesn’t have any updates. Engineer Holtan states that there was a crew on-site today. Commissioner Flasher states that we aren’t issuing occupancy permits. DPW Blashka states that’s correct; not until the condos are done and they’ve supplied as-builts.

**12. Discussion/Action - 3505 Cth Y, Sheboygan Senior Community Development**

DPW Blashka states that we’re still waiting for the easements and as-builts. Commissioner Flasher asks if we didn’t communicate this a while ago. DPW Blashka states that we did. Attorney Bauer states that he has to contact them regarding the Pilot payments, so he’ll add this information to his correspondence.

**13. Discussion/Action – SCADA System Update**

DPW Blashka states that he did the final work for the license; we had to give up our old license; in about two weeks we’ll have the computer for the controls; the wells and Tower 2 will be done first; then we’ll do the other computers when we’re sure everything’s working right. He states that the computer’s at the Town Hall because we have internet access here; it makes it easy to tie into; then we can tie in through the fire walls; then we have field access through the fire walls.

**14. Discussion/Action – Monthly District Financial Reports, Investment Options & WI Business Bank Card Program**

Commissioner Flasher states that there are no updates from Sanitary District No. 3. Commissioner Lutzke states that he’d like Sanitary District No. 3 to consider a money market at Waldo State Bank; their interest rate is .70%; our current money market is paying .25%.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves opening a money market at Waldo State Bank with a beginning balance of \$200,000.00 at .70% interest rate per a motion by Commissioner Flasher and a second by Commissioner Lutzke.” Motion carried.

Commissioner Flasher states that the Sanitary Districts are not going to implement the WI Business Bank Card Program because the costs are too high and not enough of the Districts’ vendors use the program.

**15. Town of Sheboygan Plan Commission Update**

Commissioner Hoepfner states that the Plan Commission discussed Mr. Tom Ducharme’s hotel proposal.

**16. Operator’s Report**

DPW Blashka states there’s not much to report on for the Water District.; locates are starting to come in; there were problems with Well 3’s furnace; it’s a high efficiency furnace so there’s been a lot of corroding; one problem is in the generator room; we need to have the heating contractors in for the repairs. He states that there’s no ice in the towers; usually there’s ice in them this time of year; they were checked earlier this month. He states that the chlorine levels are fine; there was a blip with Well 1, but we changed the pail and then it was fine; the Well was using too little chlorine. Commissioner Flasher asks if there have been more problems since the weather’s warming up. DPW Blashka states no, we just have a little more usage; this is probably due to all of the car washing. He states that he’ll be reading meters at the end of the month; we can find out then what our water loss is.

DPW Blashka states that Great Lakes is televising; there are two crews. He states that they called last Thursday because they found a sewer drop into a manhole that was cracked; he directed them to make the repair; the repair was made today. He states that they told him that they found a few services that have less than ¼ of a gallon per minute going into the sewer; he advised them to fix anything that’s leaking one gallon per minute or more. He states that they’re working around the Town Hall and Mill Rd areas; they’ll be televising about 64,000’ of sewer this year; we give them street names and manhole locations; Great Lakes is keeping track of their water usage, but we don’t bill them because this cleans our system; then we don’t have to flush these areas. Commissioner Katte asks if they’re checking the manhole rings. DPW Blashka states that they do check the entire manhole. Commissioner Katte asks if they replace any bad rings. DPW Blashka states no, but they tell us which one’s are bad and we’ll make these repairs and we’ll continue to check the manholes. He states that he broke the Town into three sections for John Witters to start the

Cross Connection Inspection Program; he'll check manholes then, too. He states that the Hidden Creek and Cth Y lift station have now been pumped out by Albert's; Albert's wanted to also pump out the Pigeon River lift station last week but it was sampling week; they'll do it this week. Commissioner Lutzke asks if Great Lakes uses a water pump truck for televising. DPW Blashka states no; they jet first and then they suck up the debris, the gravel; then they televise with the camera and take video; they're looking for leaks, the percent of slope, water infiltration and how many gallons per minute are coming in; exact footages and getting us perfect measurements for repairs; they store their trucks and televising equipment in our shop while they're doing our televising. Commissioner Katte asks if they're covered by insurance. DPW Blashka states that they are, they have their own. Commissioner Katte asks if there is a correlation between these leaks and water leaks in an area. DPW Blashka states that they're looking for sewer leaks only. Commissioner Griffin states that's why this is done this time of year; not when it's dry. DPW Blashka states that most municipalities want their televising done in April or May. Commissioner Flasher asks if there is a lot of water used to do the televising. DPW Blashka states that there isn't.

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

Nothing submitted; no action taken.

#### **18. Pending Item List Review**

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

Commissioner Flasher states that Sanitary District No. 2 is still working on item 6, Ordinance & Policy Book. Commissioner Griffin states that CMOM should be on the April agenda and any information for it should be in the packets. DPW Blashka states that the new computers are now in the trucks and on the lap tops; the old computers are being cleaned up, then sold on ebay; they're going for around \$50 a piece. Commissioner Flasher asks if we should be keeping the old computers for back-ups. DPW Blashka states no; one of the old one's will go in a truck for summer flushing; there's just one that we have no use for. Commissioner Katte states that, if we need to, we could hire another person to do the cross connection inspections. DPW Blashka states that John Witters is going to do it and it will take about one month.

#### **19. 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 5:28 p.m. until Monday, April 20, 2015 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**

#### **20. Approval of the March 16, 2015 Monthly Bills**

Commissioner Griffin states that the solenoids from Energenecs were expense. DPW Blashka states that we ordered four, one is a spare; we have three old one's out there. Commissioner Griffin asks if the old ones have been replaced yet. DPW Blashka states that three still need to be replaced. Commissioner Katte asks what causes them to fail. DPW Blashka states that corrosion causes the problem, the copper coil breaks, then it doesn't open and close properly.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the March 16, 2015 monthly bills as submitted per a motion by Commissioner Albright and a second by Commissioner Griffin." Motion carried.

#### **21. 2014 Audit Report – Accountant Bryan Grunewald, Schenck & Associates**

Accountant Bryan Grunewald is in attendance. He states that there's more information put into the management letter and it's consistent with the past; they're disclosing the deficiencies on the top of page two and the detail is on pages 17 and 18; it's very standard, there are no problems; it's unmodified, no unusual findings; unmodified means "good". He states that operating revenues have increased slightly; "others" category includes connection fees; operating expense is comparable to the operation and maintenance; the total operation is up slightly; there was a \$176,077 loss; interest income was up; there's a reduction in your equity. Commissioner Griffin states that we don't see depreciation in monthly expense. Mr. Grunewald states that it's in the infrastructure. He states that page five's graph shows the District's net

position fairly flat over the past five years; the blue is unrestricted funds, it was at 2.3 million, now it's about 1.7 million; the net was 14.3 million, now it's 14.7 million; there's been a large investment in capital assets; you're pretty strong financially. Commissioner Katte asks what makes this fluctuate. Mr. Grunewald states that it fluctuates because of investing in capital assets; you are continuing to invest in your infrastructure. Commissioner Griffin states that we've had big projects two to three years in a row; mains and the main lift station. Commissioner Katte states that the SCADA system will make it go up. Mr. Grunewald states that in 2010 the working capital was 1.4 million; it came down but went up in 2014 to 1.3 million; you had a flat trend; we like to see the bump go up; it's good news from a financial stand point. He states that page six explains the new accounting standards; these are requirements from the State for the WI Retirement System; we'll work with them to comply. He states that the appendix says that the accountants got what they needed; this is standard practice and language. He states that page 14 shows the District's treatment charges, they're down; 2013 was \$415,761, 2014 was \$313,190; televising is up \$60,000. He states that page 12 shows the District's debt; the payments drop in 2016; the first loan to the City will be paid off; the District's cash equity position is good. Mr. Grunewald asks if there are any questions. Commissioner Katte states that we can't pay the City loans off early; is there anything we can do if this happens again to avoid these long loans. Attorney Bauer states that the last project was the Western Interceptor and the City wouldn't allow it; there wasn't an option. Commissioner Katte asks if there's something we could do if we know there's going to be another project. Mr. Grunewald states that you could send a letter to the City, letting them know you want to pay your portion up front. Commissioner Albright asks about the District's risk analysis on page 17. Mr. Grunewald states that it's in regards to the segregation of duties; the Commissioners can see if there is anything else they can do, but we don't do a real in-depth look; but if there's anything else the District wants, he could sit down with the Commission and see what they're trying to accomplish; these references are a more formal approach. Commissioner Albright states that they did this at his work and they made changes. Commissioner Katte asks if the District's good. Mr. Grunewald states yes, this information is for you to be aware.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the 2014 Audit Report as presented by Accountant Bryan Grunewald and Schenck and Associates per a motion by Commissioner Katte and a second by Commissioner Albright." Motion carried.

## **22. Discussion/Action – Approval of Sanitary Sewer Connection Agreement, Grote Rd Sewer Extension**

Mr. Carr is in attendance. Attorney Bauer states that last month Mr. Carr wasn't sure if he was going to proceed with the extension; now he's decided to move ahead. He states that Mr. Carr and Mr. and Mrs. Webb have signed the Sanitary Sewer Connection Agreement, now it's a matter of the District to approve and sign the agreement.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the Sanitary Sewer Connection Agreement between the District, Mr. Carr, Mr. and Mrs. Webb and the Town of Sheboygan per a motion by Commissioner Griffin and a second by Commissioner Katte." Motion carried.

Supervisor Schwinn asks why the Town of Sheboygan is part of this agreement. Attorney Bauer states that the sewer extension will be in the Town right-of-way. Mr. Carr asks if he'll be notified if the approvals go through. Supervisor Schwinn states that the Town Board meeting is tomorrow. Attorney Bauer states that he'll get the signed agreements to the Town Hall and have Ms. Free mail copies to Mr. Carr and Mr. and Mrs. Webb. Mr. Carr asks what the next step will be. DPW Blashka states that after the approvals, the contractor can take out a plumbing permit, start the work and will need to call for the inspections.

## **23. Review/Adopt – Ordinance No. 2-2015 An Ordinance Repealing and Recreating Section 7.06 of the Town of Sheboygan Sanitary District No. 2 Sewer Use and Sewer Service Charge Ordinance**

Commissioner Griffin states that this is the annual City pass through of their charges to their residents; we bill some City residents at the rate the City sets; 2014 was \$65.18; 2015's rate is \$67.97.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby adopts Ordinance No. 2-2015 An Ordinance Repealing and Recreating Section 7.06 of the Town of Sheboygan Sanitary District No. 2 Sewer Use and Sewer Service Charge Ordinance per a motion by Commissioner Griffin and a second by Commissioner Albright." Motion carried.

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

Nothing submitted; no updates.

**25. 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 5:58 p.m. until Monday, April 20, 2015 at 4:15 p.m. 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 April 20, 2015**