

**JOINT MEETING MINUTES
TOWN OF SHEBOYGAN TOWN BOARD
AND
TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER)
AND
TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)
Date: THURSDAY, April 12, 2018
Place: Town Hall, 1512 No. 40th Street, Sheboygan, WI
Time: 5:00 pm**

A joint meeting of the Town of Sheboygan Town Board, the Town of Sheboygan Sanitary District No. 2 (Sewer) Commission and the Town of Sheboygan Sanitary District No. 3 (Water) Commission began at 5:00 pm on Thursday, April 12, 2018 in open session at the Town of Sheboygan Town Hall, 1512 No. 40th Street, 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.

Town Board members present: Chairman Dan Hein, Supervisors Jim Schwinn and John Wagner; Sanitary District No. 2 (Sewer) Commissioners present: President Dave Griffin, Ken Katte; Dave Albright, and Sanitary District No. 3 (Water) Commissioners present: President Mark Flasher, Jerome Hoepfner & Spencer Lutzke and alternate Art Stewart.

1) Call to Order-Chairman Hein called the meeting to order at 5:00 pm. President Dave Griffin called the meeting to order at 5:00 pm. President Mark Flasher called the meeting to order at 5:00 pm.

2) Approval of the Agenda-**Motion Wagner, second Schwinn to approve the agenda as presented. Motion carried. Motion Griffin, second Katte to approve the agenda as presented. Motion carried. Motion Flasher, second Lutzke to call the meeting to order. Motion carried.**

3) Town Hall Repairs-Tom Holtan and Randy Stange of AECOM were also present. Katte asked about the importance for the meeting. Albright asked about how long we will stay in this building. Hein replied we will stay here. Albright asked if the Town Offices could be added to the Firehouse or the Maintenance Building. Katte asked if it is that prudent to stick this money into this building. Stange stated that he assembled the report with three options based on the length of time you want to stay in this building. Breakdowns of the heat loss calculations for the building were reviewed. Two boilers in the basement are kind of small sized and are quite old. Each boiler was about sized for almost the full load. AC units were also reviewed in the attic and it is quite hard to get up in the attic to replace those units and there would be additional costs to get to them. The outdoor units would be replaced. Energy code requirements should be considered and opening an outside air damper of which there is none. There is no economizer function. The State thresholds keep dropping and the Town may be required to add the economizer function to stay within the grandfathered system. The costs are broken down in the cost summary. Drafty windows, damp basement and temperature control were discussed. Stange stated that good balancing work could be done to get the temperatures more even. Meeting room was calculated at 5 tons of cooling and a new unit would keep it better in here more often. The remainder of the building also calculated at a 5 ton unit. There is a high infiltration of drafts. Recommendation for a 5 year plan was to replace the boiler at a cost of \$6,000; replace both AC coils and both outdoor units and one new boiler for a total of \$16-17K with a little bit of savings to go down but not a quick payback. The 20 year option would replace both boilers and both fan cabinets and we would probably need to add ductwork for economizers and would add costs along with two AC units and cooling efficiency for a cost of about \$32,000 with a 16 year payback. If you go longer than 20 years you can replace the boilers and AC and possibly a different system with a split system with each room having an air handler and better temperature control and zone control valves with costs of \$44K and the payback went down. Albright asked if the 5 year plan addressed the heating controls. The Clerk commented on the windows being drafty and on the poor heating system. The top portions of the window drop down and don't seal tightly. The Clerk volunteered her husband to fasten the top portions as an easy fix. Windows should be caulked and new siding and windows re-caulked per the widow estimates. New windows are not needed. Updating the building should be done, the same as you would your own home. Griffin state that one boiler should be replaced this year and replace the other in a few years. It was felt that staggering the boilers replacement would be most beneficial. AC would not last as long. Albright stated that boilers should be replaced every 20 years. AC should be replaced in about 5 years. Consensus was that the 20 year plan would be best. The Clerk was directed to get some quotes on siding. Stange will do a spec sheet for new quotes on the AC and boilers. All were in agreement with 20 year plan with spec sheet from AECOM. The Clerk was also directed to get prices on an architectural roof and a steel roof.

4) Next meeting date-Each May employee reviews will take place prior to the May Joint meeting. The next tentative meeting date will be May 22, 2018.

5) Adjourn-Motion Schwinn and second Wagner to adjourn the meeting at 6:00 pm. Motion carried. Motion Griffin, second Katte to adjourn the meeting at 6:00 pm. Motion carried. Motion Flasher, second Lutzke to adjourn the meeting at 6:00 pm. Motion carried.

Town of Sheboygan Town Board

Daniel W. Hein, Chairman

James R. Schwinn, Supervisor

John Wagner, Supervisor

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

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

David Griffin, President

Mark Flasher, President

Ken Katte, Treasurer

Jerome Hoeppe, Treasurer

Dave Albright, Secretary

Spencer Lutzke, Secretary

Art Stewart, Alternate