

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

Date: Monday, May 18, 2015

Place: Town Hall, 1512 N. 40th 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, May 18, 2015 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 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; Recording Secretary David Wehrwein, and those persons on the attached list.

2. Approval of the May 18, 2015 Monthly Bills

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the May 18, 2015 monthly bills as submitted per a motion by Commissioner Flasher and a second by Commissioner Lutzke.” Motion carried.

3. Discussion/Action = Tower 2 Upgrades, Verizon Wireless

No updates.

4. Discussion/Action – Cleaning of Tower 1 & 2

DPW Blashka advised the last time this was done was in 2006. Two proposals were received, KLM with a total cost of \$11,600.00, and Water Tower Clean & Coat for total cost of \$7,000.00. DPW Blashka recommends we accept the proposal from Water Tower Clean & Coat. Motion made by Commissioner Flasher, seconded by Commissioner Lutzke to accept the proposal from Water Tower Clean & Coat. Motion carried.

5. Update - Comprehensive Water System Master Plan

Attorney Bauer reported that the final agreement is complete. There is a \$5,000,000.00 cap with AE Comm. The 20% monthly holdback has been reduced to 10%. The rest of the agreement is in good form. Motion made by Commissioner Flasher, seconded by Commissioner Hoepfner to approve contract. Motion carried.

6. Communication & Correspondence Received After Posting of Agenda

Nothing submitted; no updates.

Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water) 4:15 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 4:15 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 April 20, 2015 Monthly Meeting Minutes

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the April 20, 2015 monthly meeting minutes per a motion by Commissioner Lutzke and a second by Commissioner Flasher.” Motion carried.

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the April 20, 2015 monthly meeting minutes per a motion by Commissioner Albright and a second by Commissioner Katte.” Motion carried.

9. Discussion/Action – Water & Sewer Service for Parcel 349169/Aaron Fale

Mr. Fale appeared asking if water/sewer would be available if he purchased the property in the future. Commissioners and Mr. Fale looked at maps showing present water/sewer lines that are located in the area and where the most convenient and cost efficient hookup could be obtained. Engineer Holton will check to see if a gravity slope sewer would work for this property and report his findings at the next meeting.

10. Discussion/Action – 352871, Premier Alliance/Tom Ducharme

Attorney Bauer reported nothing new on the project.

11. Discussion/Action – Sewer & Water Extension, Parcel 349132/Woodland Road, Jonathan Bemis

Attorney Bauer reported nothing new on the project. This will be held over 1 more month to the June meeting.

12. Discussion/Action – Development of Parcel 344560/Windridge Lane, Hillcrest Homes

DPW Blashka reports nothing new on this item.

13. Discussion/Action – Holidays & Tom’s Drive-In, 5533 Superior Avenue

DPW Blashka reports that the old water & sewer on the property has been abandoned and new meters have been installed. The previously reported water that was going into the floor drains has been corrected at Holiday’s & Tom’s Drive-In.

14. Discussion/Action – Springtime Ridge Condominium Development Update

DPW Blashka reported that letters had been sent to Greg Gottsacker and Greg Wagner to reference items that still need to be taken care of, but has not received any reply as of yet. There are no occupancy permits issued as of yet, and there are people living on the property. Supervisor Schwinn stated that the Occupancy Permit is a Town Board issue.

15. Discussion/Action – 3505 CTH Y, Sheboygan Senior Community Development

Supervisor Schwinn stated that he had heard that they plan on moving all residents from the current 6th Street location to the CTH Y location in August. Not all conditions of the conditional use permit have been met yet, though. Attorney Bauer will follow up on the conditional use permit problems. DPW Blashka states all utilities are done.

16. Discussion/Action – SCADA System Update

DPW Blashka reported that they are currently working on the System. Tower 3 & Well #3 are in operation and they will be working on Tower 1 and Well’s 1 & 2 starting tomorrow.

17. Discussion/Action – Purchase of Sheboygan County Radio Upgrade

DPW Blashka reports that he would like to purchase 2 new VHF/800 combination handhelds for the new County radio system for himself and John Witters. This way they can do away with having to carry 2 radios at the same time. Also we need to flash 4 current vehicle radios (2 for Sanitary #2 and 2 for Sanitary #3) at

a cost of \$960 per radio. The Town Board suggested that the cost of the 2 new handhelds be split 3 ways between the Town, Sanitary #2 and Sanitary #3. Including the cost of the flashing of the 2 radios and the portion of the 2 portables for each Sanitary District, the cost for each Sanitary District will be \$4,548.66.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves purchasing the radios for a cost of \$4,548.66. Motion by Commissioner Griffin and a second by Commissioner Albright." Motion carried.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves purchasing the radios for a cost of \$4,548.66. Motion by Commissioner Flasher and a second by Commissioner Lutzke." Motion carried.

18. Discussion/Action – Monthly District Financial Reports, Investment Options

Nothing to report.

19. Town of Sheboygan Plan Commission Update

Nothing to report.

20. Operators Report

DPW Blashka reported that the flushing of the water system has started. The hydrant at 36th and Wilgus was moved back to accommodate the new sidewalk. The hydrant on Country Meadows has been moved to the back of the lot. Great Lakes has completed the TV viewing of the system. There are 3 areas that may need excavation, 40th Street, Main Lift Station and N 38th, south of Main. He reported on the following problems at the Blackstock Lift Station: One pump was not working properly. A check valve was stuck. This will need to be fixed. When working on that one, the other pump then had problems. A hand towel and other items were found in the check valve. A new valve for the station will need to be installed across the road so the station can be taken down totally for future problems, as well as correcting the current problem. At the Pigeon River station, 2x4's, chains, and other debris were located in the wet well.

21. Communication & Correspondence Received After Posting of Agenda

DPW Blashka requested that John Witters be allowed to attend the WWS training on June 4th in Watertown concerning lift stations and flushables. Motion was made by Commissioner Griffin, seconded by Commissioner Katte that John Witters attend, and Sanitary District #2 pays the \$35 registration fee. Motion carried.

22. Pending Item List Review

No changes.

23. Adjourn – Sanitary District #3 (Water)

"There being no further business, the Town of Sheboygan Sanitary District No. 3 (Water) Commission adjourns the meeting at 5:22 p.m. until Monday, June 15, 2015 at 4:00 p.m. per a motion by Commissioner Flasher and a second by Commissioner Lutzke" Motion carried.

Sanitary District No. 2 (Sewer) Agenda - Immediately Following Completion of Joint Agenda

24. Approval of the May 18, 2015 Monthly Bills

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the May 18, 2015 monthly bills as submitted per a motion by Commissioner Griffin and a second by Commissioner Albright." Motion carried.

25. Discussion/Action - Grote Rd Sewer Extension

This is done.

26. Review/Adopt – Revised Town of Sheboygan Sanitary District No. 2 Sewer Ordinances

Attorney Bauer passed out Sections One & Two. Section 1 is done, there were no changes, just formatting. Section 2, A through E were formatted and changed to align with the City of Sheboygan. Sections Three, Four & Five will be completed next month. Sections Six and Seven are already completed. Commissioner

Griffin states that we'll start reviewing in May or June; we'll schedule a special meeting; we should start reviewing and marking up what we have. Commissioner Albright asks if we'll be using the same format. DPW Blashka states yes.

27. Discussion/Action – CMOM: Capacity, Management, Operations & Maintenance Plan

This is on hold and will be brought up at the July meeting.

28. Communication & Correspondence Received After Posting of Agenda

Nothing to report.

29. 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 5:35 p.m. until Monday, June 15, 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 June 15, 2015