

NOTICE OF PUBLIC MEETINGS

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)

AND

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER)

Date: MONDAY, May 18, 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) Commissions began at 4:03 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 5:32 p.m. on Monday, May 18, 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 President Dave Albright at 4:00 p.m. The following were also present at the meeting: Secretary Spencer Lutzke, Sanitary District No. 3 (Water); 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. Alternate Commissioner Jeff Klosterman is in attendance via speaker phone.

2. Approval of the May 18, 2020 Monthly Bills

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the May 18, 2020 monthly bills as submitted per a motion by Commissioner Albright and a second by Commissioner Lutzke." Motion carried.

3. 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

4. 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 4:03 p.m. by Commissioner Albright and President Dave Griffin, Sanitary District No. 2 (Sewer). Treasurer Ken Katte, Sanitary District No. 2 (Sewer) is also in attendance; Secretary Art Stewart, Sanitary District No. 2 (Sewer) is in attendance via speaker phone.

5. Approval of the April 20, 2020 Monthly Meeting Minutes

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

6. Discussion/Action – Waiving of Late Fees for Utility Bills Due to Covid-19

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves to waive late fees for the first quarter utility bills due to Covid-19 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 to waive late fees for the first quarter utility bills due to Covid-19 per a motion by Commissioner Albright and a second by Commissioner Lutzke." Motion carried.

7. Discussion/Action – Development Agreement for Whistling Oak Apartments LLC for Water & Sewer Extension, Project Plan Review

Scott McArdle is in attendance for this agenda item. Attorney Bauer states that this is the second approval; there's been a

new name and it's now an LLC; there were delays due to engineering fees. Commissioner Griffin thanks Engineer Holtan for working with the Town on this matter.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the Development Agreement for Whistling Oak Apartments LLC as presented 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 Development Agreement for Whistling Oak Apartments LLC as presented per a motion by Commissioner Albright and a second by Commissioner Lutzke." Motion carried.

8. Discussion/Action – Town of Sheboygan Tax Incremental District No. 1 – District Boundary and Project Plan Review

Attorney Bauer states that when you create a TID, you have to have a project plan; it creates new tax dollars for twenty years that can be used to help pay for the needed infrastructure, like a water tower, walking paths; this is a tool to help the Town promote development in this area; all projects going back to January 1, 2020 can be captured into the TID; we have seventeen years to make expenditures and the Town uses taxes collected to pay for projects and the Town can provide incentives; the Plan Commission needs to make a recommendation to the Town Board, the Town Board makes final approval. Commissioner Albright asks if there's an advisory committee. Attorney Bauer states yes, it's a joint review board, with reps from the school district, the County, etc. Engineer Holtan states that we'll need to work on tower costs so they can be included.

9. Discussion – State of WI Act 185 Extending Property Tax Second Installments Without Interest/Penalties

Ms. Free states that County Treasurer Lorenz asked that this information be shared with our Boards; due to Covid-19, this is something the County's looking into; all Sheboygan County municipalities would have to agree before a resolution would be passed; the County Treasurer will keep us updated.

10. Discussion/Action – CD Investments

Commissioner Griffin asks Ms. Free to invite Curtis Roberts, Wells Fargo Investments, to attend the Districts June joint meeting to discuss future investments.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the purchase of a Beal Bank USA 3 mos. 0.150% cd, Customers Bank 4 mos. 0.200% cd, Great Western BK/Sioux 9 mos. 0.200% cd and JP Morgan Chase Bank 12 mos. 0.400% cd, all four cd's in the amount of \$250,000.00, or equivalent-value cd's per a motion by Commissioner Lutzke and a second by Commissioner Albright." Motion carried.

11. Discussion/Action – Purchase of Television and Chrome Book Computers for Remote Meetings

DPW Blashka states that the Town Board authorized the purchase of a television for the Town Hall for remote meetings; it was approximately \$428.00, plus a mounting bracket; the Town Board uses chrome books for their meetings instead of having paper packets and he thought the Commissioners might want to revisit this because of Covid-19. Commissioner Griffin states that he'd like to continue with hard copies; Commissioner Katte agrees. Commissioner Stewart states that he'd like both. The Commissioners direct Ms. Free to continue the hard copy packets and to also create a pdf file to send to them.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves to pay for one-third the cost of the television and mounting bracket at a cost not to exceed \$200.00 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 to pay for one-third the cost of the television and mounting bracket at a cost not to exceed \$200.00 per a motion by Commissioner Albright and a second by Commissioner Lutzke." Motion carried.

12. Town of Sheboygan Plan Commission Update

Attorney Bauer states that Edgewater Plumbing proposed a new building in the Business Park; he asks if there will be any issues with floor drains. DPW Blashka states no, there won't be any grease, they'll have the same floor drain as the new highway shed. Attorney Bauer states that the Sheboygan Senior Center submitted a CSM so they can subdivide one parcel into four and there will be no impact to the Districts. He states that Cornerstone Baptist Church applied for a sign permit and discussed an expansion.

13. Operator's Report

DDU Nevers states that the sewer system was running fine until yesterday; it was at maximum capacity, they had to open both force mains and all four pumps at the Pigeon River lift station; there's been more plugging of pumps and check

valves and people are continuing to flush wipes. DPW Blashka states that the propellers were also plugged, and also at the Blackstock station; he was notified that the debris from pumping the Cth Y lift station will no longer be accepted at the landfill that it's taken to. Commissioner Griffin states that we should look at our emergency overflow again since the Cth Y lift station was at capacity; it's not getting better; Commissioner Stewart could look at the engineering background. Engineer Holtan states that they're still working on the City's Southside Interceptor Study.

DDU Nevers states that there was a water leak last month in Still Meadows Subd.; it was a quarter size leak in copper and approximately 60,000-70,000 gallons lost per day; the month before there was a leak in Heather Valley; it was also corroding copper. Commissioner Lutzke states that the leak repairs used to be around \$2,000.00-\$3,000.00, now they're \$6,000.00. DPW Blashka states that they've been more complicated; we had to have a line pulled, it was in sand and normally it pulls through easily in clay; they needed more equipment for the Still Meadows leak; there was a lot more pumping to allow working in the trench. He states that hydrant flushing will start next week and the new locate truck is in Green Bay and getting the add-ons installed and we'll get it next week.

14. Communication & Correspondence Received After Posting of Agenda

DPW Blashka states that there will be some upcoming zoom meetings for wastewater, roughly \$5.00 per person, so he's going to try to schedule these for himself and the crew.

Commissioner Griffin states that there's a new home being constructed east of St. Vincent De Paul. DPW Blashka states that the old house to the west will be razed after the new home is complete; if they'd bring in a new sewer line, they'll have to cap the old line.

Ms. Free states that Accountant Bryan Grunewald will be at the Districts June meeting to present the 2019 audits and the Water District's PSC Report, which was e-mailed to the Commissioners today.

Attorney Bauer states that the Plan Commission and Town Board are meeting tomorrow to review and approve Edgewater Plumbing's new facility; they want to move it forward; they missed getting on the agenda.

Commissioner Griffin states that Commissioner Klosterman is working on a wage rate project and Commissioner Stewart is working on billing rates for any recommendations moving forward.

15. 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.

16. 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 5:32 p.m. until Monday, June 15, 2020 per motion by Commissioner Albright and a second by Commissioner Lutzke." Motion carried.

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

17. Approval of the May 18, 2020 Monthly Bills

Commissioner Katte asks what the check to John Rhode and Jeff Moenning is for. Ms. Free states that there's a sewer connection agreement with the residents adjacent to The Preserve at Briarwood; if they connect to the sewer, the District collects the assessment and reimburses the developers; the agreement expires September 13, 2026.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the May 18, 2020 monthly bills as submitted per a motion by Commissioner Katte and a second by Commissioner Griffin." Motion carried.

18. Discussion/Action – Sewer Service to 5524 Mueller Rd, Ed Worthman

Ed Worthman is in attendance for this agenda item; he states that he'd like to find out if it's feasible to have his home served by municipal sewer; the sewer main is on the west side of Cth Y; there's a patio at the northeast corner behind his house and that's where the septic is, so he'd have to go under and around it and also under Cth Y; it's roughly 278' and he'd need a pump system to get the flows to the street. Engineer Holtan states that he could install a grinder pump and a 1-1/4" line and directional bore; he'd have to talk to a plumber for costs. Commissioner Griffin states that the pitch won't be an issue if you have a grinder. DPW Blashka states that if sewer was ever installed on Mueller Rd, he'd have an assessment and could also connect, but we don't know when that would be. Attorney Bauer states that if sewer was ever installed on Mueller Rd, he could have an agreement that he'd pay the equal share of the assessment.

19. Discussion/Action – Sewer Billing for City Residents

Ms. Free states that the City is hoping to take over sewer billing for the City residents that the District currently bills; there are approximately 30 properties, some of these are duplexes; three of the properties will have to continue on Town billing because they have our water.

20. Communication & Correspondence Received After Posting of Agenda

Nothing submitted; no updates.

21. 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 5:57 p.m. until Monday, June 15, 2020 after the Water District monthly meeting per motion by Commissioner Katte and a second by Commissioner Stewart.” 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 June 15, 2020