

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

Date: Monday, May 20, 2019

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

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

Public Notice of the meetings was given to the public at least 24 hours prior to the meetings by posting in three (3) places that are likely to be seen by the general public and to all members of the news media who have submitted a written request for notice and to the Sheboygan Press a news medium likely to give notice to the area.

1. Call to Order

The Town of Sheboygan Sanitary District No. 3 (Water) Commission meeting is called to order by President Dave Albright at 4:00 p.m. The following were present at the meeting: Commissioner Jerry Hoeppe, Treasurer; Commissioner Spencer Lutzke, Secretary; Assistant Director of Public Works John Widder; Alternate Commissioner Jeff Klosterman, alternate Commissioner Damian Nevers, attorney Michael J. Bauer, Town Supervisor Jim Schwinn, Engineer Tom Holtan and those persons on the attached list.

2. Approval of the May 20, 2019 Monthly Bills

The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the May 20, 2019 monthly bills as submitted per a motion by Commissioner Hoeppe and a second by Commissioner Lutzke. Motion carried.

3. Discussion/Action – New Water Tower Site

Attorney Bauer advised that the Town of Sheboygan is considering the purchase of two vacant parcels of land located in the NE quadrant of the intersection of I-43 and STH 42 containing approximately 9.96 acres of land (Tax Parcel No. 59024-342641 and 59024-342392). Town Chairperson Dan Hein suggests that the Commission consider these parcels for the possible location of a new water tower site.

4. Communication & Correspondence Received After Posting of Agenda

None.

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

Date: Monday, May 20, 2019

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

**Time: Immediately Following The Adjournment Of The Town Of Sheboygan
Sanitary District No. 3 (Water) Meeting Agenda**

5. Call to Order - Sanitary District No. 2 (Sewer)

The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission is called to order at 4:10 p.m. by President Dave Griffin, Commissioner Ken Katte, Treasurer, Commissioner Art Stewart, Secretary. Assistant Director of Public Works John Widder; alternate Commissioner Damian Nevers, Town Supervisor Jim Schwinn, Engineer Tom Holtan, attorney Michael J. Bauer and those persons on the attached list are also in attendance.

6. Approval of the April 15, 2019 Monthly Meeting Minutes

The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the April 15, 2019 monthly meeting minutes upon a motion by Commissioner Hoepfner and a second by Commissioner Lutzke. Motion carried.

The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the April 15, 2019 monthly meeting minutes upon a motion by Commissioner Stewart and a second by Commissioner Katte. Motion carried.

7. Discussion/Action – Conceptual Installation of Western Interceptor, Hawthorn Road River Crossing

President Griffin reviewed the history of the 2004 sanitary sewer and water main extensions crossing the Pigeon River from Hawthorn Road to Woodland Road. The Water extension is operational and provides an important water system loop for continuous, reliable water service within the District for public safety and fire protection.

The sanitary sewer river crossing is not operational but was constructed at the same time as the water crossing to minimize construction disturbance to the river and surrounding properties. In order to become operational the sanitary sewer river crossing requires the construction of a lift station which is planned to be located near Hawthorn Road east of the river. The lift station would collect wastewater from lands located west of and between County Road Y and the Pigeon River and lands located west of the Pigeon River which are adjacent to Meadowbrook Lane and south of the Charter Hills subdivision. When operational the Pigeon River sewer crossing will re-direct wastewater flows from and eliminate the existing Charter Hills lift station.

There are approximately 10 existing homes located adjacent to Meadowbrook Lane and approximately 10 existing homes located adjacent to Hawthorn Road that utilize private on-site wastewater treatment systems for disposal of residential domestic wastewater and do not currently have access to municipal sanitary sewer service. In addition the Town has recently received and is expected to approve a rezoning and CSM to allow development of 3 additional single family homes adjacent to Meadowbrook Lane which will also not have

access to public sanitary sewer service. Therefore, as development activity begins to increase for properties both east and west of the Pigeon River in this area it is appropriate for Sanitary District No. 2 to consider and analyze the feasibility of constructing the Hawthorn Road lift station and to extend public sanitary sewer service to this area of the Town/District.

Several Meadowbrook Lane property owners appeared at the meeting and raised questions concerning possible sewer service to their properties as well as associated costs for the sewer service. It was noted that if sanitary sewer is extended and available to any property that State laws and District ordinances require each property to be connected to the public sewer system. Connection to the Sanitary District No. 3 public water system, if extended, is optional and not required.

Based on the above, the Commissions direct its consulting engineers, Tom Holtan/AECOM to update and revise its previously prepared project design and cost estimates as follows:

1. Update AECOM cost estimates from 2004 for construction of Hawthorn Road lift station and sewer extensions for Hawthorn Road, Meadowbrook Lane and extending sewer to Charter Hills subdivision. Identification of approximate locations of any easements required to extend the sewer system to the Charter Hills subdivision.
2. Develop cost estimate for the Charter Hills lift station removal.
3. Identify system cost savings, if any, as a result of the removal of the Charter Hills lift station.

The AECOM sewer and water cost update is not expected to be completed until late Summer. Commissioners intend to schedule a public informational meeting with the property owners along Hawthorn Road and Meadowbrook Lane to review the findings from the AECOM report.

8. Town of Sheboygan Plan Commission Update

President Griffin indicated that the Meadowbrook Lane rezoning and CSM were addressed at the Plan Commission and generated the discussion outlined at item 7 above. Guy Miller attended the Plan Commission meeting to explore the possibility of constructing a single family home on property owned by the Town & Country Golf Course located north of the 3rd nine. Sewer and water is not available to this site. A loading dock and future building expansion for "Packaging Systems" an existing business in the Town Business Park was also addressed by the Plan Commission.

9. Operator's Report

John Widder advised that water lateral leaks were discovered and repaired at N. 52nd Street and 4124 N. 31 St (Mark Flasher property). The new utility truck has been delivered and received by District personnel. Commissioners reviewed additional utility truck costs which Mr. Widder advised were requested by DPW personnel to properly outfit truck for field work. A brief discussion about new meter reading equipment/software occurred. No specific details were available about the installation of said equipment.

10. Communication & Correspondence Received After Posting of Agenda

President Griffin advised that a N. 51st property owner requested a sewer connection at the District's manhole was approved provided that the connection be made to the sewer main at the manhole and not as a "drop connection".

11. Pending Item List Review

No action taken.

12. Adjourn – Sanitary District No. 3 (Water)

There being no further business, the Town of Sheboygan Sanitary District No. 3 (Water) Commission adjourned its meeting at 4:30 p.m. until Monday, June 17, 2016 at 4:00 p.m. upon motion by Commissioner Hoepfner and second by Commissioner Lutzke. Motion carried

**MEETING MINUTES OF
TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER) AGENDA**

Date: Monday, May 20, 2019

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

**Time: Immediately Following The Adjournment Of The Joint District Meeting
Sanitary District No. 2 (Sewer) Monthly Meeting**

13. Approval of the May 20, 2019 Monthly Bills

The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the May 20, 2019 monthly bills (including utility truck additions) as submitted upon motion by Commissioner Katte and a second by Commissioner Stewart. Motion carried. It was noted that there was an error related to the Great lakes Blue Printing check. District staff will void and issue corrected check.

14. Communication & Correspondence Received After Posting of Agenda

None.

15. Adjourn – Sanitary District No. 2 (Sewer)

There being no further business, the Town of Sheboygan Sanitary District No. 2 (Sewer) Commission adjourned the meeting at 4:39 p.m. until Monday, June 17, 2016 to commence immediately following the Town of Sheboygan Sanitary District No. 3 (Water) meeting upon a motion by Griffin and a second by Katte. Motion carried.

**Town of Sheboygan
Sanitary District No. 2 Sewer
(Water)**

David Griffin, President
Ken Katte, Treasurer
Art Stewart, Secretary

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

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

Minutes approved on June 17, 2019.

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