

NOTICE OF PUBLIC MEETINGS

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)

AND

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER)

Date: MONDAY, July 20, 2020

Place: Town Firehouse, 3911 Cth Y, Sheboygan, Wisconsin

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

Time: To Follow Sanitary District No. 3 (Water) 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 4:09 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 4:30 p.m. and at 5:00 p.m. both Districts entered into Closed Session on Monday, July 20, 2020 at the Town of Sheboygan Firehouse, 3911 Cth Y, 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: Treasurer Jerry Hoepfner, Sanitary District No. 3 (Water); Town Attorney Michael Bauer; Town Engineer Tom Holtan; Alternate Commissioner Jeff Klosterman; Director of Public Works William Blashka; Office Manager Darla Free and those persons on the attached list.

2. Approval of the July 20, 2020 Monthly Bills

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the July 20, 2020 monthly bills as submitted per a motion by Commissioner Albright and a second by Commissioner Hoepfner.” Motion carried.

3. Discussion/Action – Acceptance of Water Extension for Kohler Credit Union, 5727 Superior Ave

DPW Blashka states that we don't have all of the documents we require; he has a map in PDF form, but he's asked for two or three sets of full maps; the PDF is fine to accept the extension but it should be accepted contingent upon the hard copies being received; he e-mailed Miller Engineers asking for the maps. Engineer Holtan states that he has the capacity to get the maps made. DPW Blashka states that the District can approve the extension and have Engineer Holtan provide the maps. Commissioner Stewart asks if he's wanting CAD drawings. DPW Blashka states no, he wants full size maps like all of the other maps he has.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the water extension for Kohler Credit Union and having Engineer Holtan provide three copies of maps to the District per a motion by Commissioner Albright and a second by Commissioner Hoepfner.” Motion carried.

4. Discussion/Action – Review CD Renewals: Cathay Bank July 17 and Bank of Baroda July 30

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the purchase of a BMO Harris Bank Step-Up cd, 3.5 years, 0.250% for \$250,000.00 and a JP Morgan Chase Bank cd, 3.5 years, 0.350% for \$250,000.00 or equivalent cd's per a motion by Commissioner Hoepfner and a second by Commissioner Albright.” Motion carried.

5. 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**

6. 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 4:09 p.m. by Commissioner Albright and President Dave Griffin, Sanitary District No. 2 (Sewer). Treasurer Ken Katte and Secretary Art Stewart, Sanitary District No. 2 (Sewer) are also in attendance.

7. Approval of the June 15, 2020 Monthly Meeting Minutes

Commissioner Stewart states that there was a mistake on agenda item nine; line eleven states "amount equal to 10%"; it should state "amount equal to 110%".

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the June 15, 2020 monthly meeting minutes with the correction made to agenda item nine per a motion by Commissioner Stewart and a second by Commissioner Griffin." Motion carried.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the June 15, 2020 monthly meeting minutes with the correction made to agenda item nine per a motion by Commissioner Albright and a second by Commissioner Hoepfner." Motion carried.

8. Discussion/Action – Whistling Oak Apartments LLC, Parcel 59024341880, WI Lakefront Property Management

Commissioner Griffin states that we received a letter from Bay Lake Regional Planning Commission; the letter constitutes approval of the plans and specifications in that they are consistent with the 2030 Sheboygan Urbanized Area Sewer Service Plan.

9. Discussion/Action – Development Agreement for Lincoln Estates Subdivision

Attorney Bauer states that the Town Board has approved and signed the development agreement and it's now being presented for the Districts approval and signatures.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the Development Agreement for Lincoln Estates Subdivision 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 Lincoln Estates Subdivision as presented per a motion by Commissioner Albright and a second by Commissioner Hoepfner." Motion carried.

10. Town of Sheboygan Plan Commission Update

Commissioner Hoepfner states that there was nothing pertaining to the Districts; there was discussion about changing accessory use square footage allotted based on the size of a lot. Attorney Bauer states that two acres or less would be allowed 1,500 square feet of accessory use; two to four acres would be allowed 2,250 square feet and over five acres would be allowed 3,000 square feet; it used to be based on land over five acres or less than five acres, now this gives three options. DPW Blashka asks what would happen if someone had over five acres, build over 3,000 square feet of accessory use, then subdivided their lot. Attorney Bauer states that they wouldn't be allowed to subdivide the land.

11. Operator's Report

DPW Blashka states that DDU Nevers monthly report was in everybody's packet. He states that everything's running fine with the sewer system; Cth Y had to be cleaned out; the crew did it this time because Albert's wasn't available; Albert's is having problems finding a site that will take the waste; because the waste is wet it costs more; they charge per pound; Albert's is working on purchasing land; this will allow the waste to be dried. Commissioner Katte asks if it would be wise for the District to purchase land for this purpose. DPW Blashka states probably not because it smells and you'd have to buy land that wasn't around any residential area. Commissioner Griffin asks how much volume he's talking about. DPW Blashka states that it's about 1,000 gallons each time. Commissioner Stewart asks why wastewater plants aren't taking the waste. DPW Blashka states that they don't want the solids and grease. He states that Great Lakes is almost done televising. He states that there was a back-up in Outlot 5 of Green Meadows; it's private, so we weren't responsible; they were able to contact the manager; he's not sure if they had left a plug in or if it was an actual back-up; Albert's was called and they pumped out a manhole. He states that the crew has been raising and adjusting manholes where the County is doing road work. He states that they had to purchase a new monitor screen for the Pigeon River lift station; it was 20 years old; Energenecs was called in to do the work at a cost of \$2,000.00; they had to do some conversions because there were some issues with the old system; it's running fine now.

DPW Blashka states that things are running well with the water system; there weren't any leaks; he's continuing to keep the chlorine level slightly elevated due to Covid-19; the flushing of the system is about two-thirds complete; there wasn't a lot of brown water. He states that they'll be replacing the hydrant at the end of Pine Ct; it's an old Eddy hydrant and they're obsolete; LA Equipment plans on doing the work tomorrow. He states that they'll be raising one hydrant on Cth J, on the east side of the river; there are erosion issues and they'll be adding about a 2' extension. He states that all of his DNR and City reporting is done for the month.

12. Communication & Correspondence Received After Posting of Agenda

Commissioner Griffin states that we received a copy of Sheboygan County's Ordinance No. 01(2020/21) Eliminating Penalty on Delinquent Payment of Second Installment of 2019 Taxes; the County passed this ordinance for Covid-19 relief to taxpayers.

Commissioner Griffin states that DPW Blashka sent an e-mail stating that John Witters sister had passed away.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves Ms. Free to purchase a \$50.00 gift card for John Witters 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 Ms. Free to purchase a \$50.00 gift card for John Witters per a motion by Commissioner Albright and a second by Commissioner Hoepfner." Motion carried.

13. 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.

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

14. Approval of the July 20, 2020 Monthly Bills

Commissioner Stewart asks why the Sewer District pays the Water District for meters. Ms. Free states that this is calculated by the auditors; the Sewer District's customers that have water meters have their sewer charges calculated based off of the water meter reads, so the Water District gets to charge for that; it's PSC regulated and mandated.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the July 20, 2020 monthly bills as submitted per a motion by Commissioner Griffin and a second by Commissioner Stewart." Motion carried.

15. Discussion/Action – North South Interceptor, Village of Kohler I-43 Crossing

Attorney Bauer states that this project will be going out for bids later this month or next month; the Village needs easements from four property owners. Engineer Holtan states that they'll be going into some manholes early, so they'll have to pay more. DPW Blashka states that they need to increase the pipe size because they're going back further to connect. Attorney Bauer states that we'll have to look at the agreement because there was a "per foot" charge; they may owe more; they're moving the connection location because they hit rock where they planned to connect.

16. Discussion/Action – CMOM Report

DPW Blashka states that he hasn't started the CMOM Report because he had to wait for the 2019 Audit Report; he hopes to have it ready for next month's review and approval.

17. Communication & Correspondence Received After Posting of Agenda

Commissioner Griffin states that Ms. Free sent over the gelato manufacturing usage; they're at about 50 gallons per day, so it's a non-issue. He states that they are signing Amendment No. 2 to Addendum to Joint Sewage Treatment Agreement; we approved this last month; we'll be removing City residents from our quarterly billing; the City will bill them and we will bill the City bi-annually for these properties still connected into our system.

18. Closed Session

Roll call to enter into Closed Session: Dave Griffin "aye", Art Stewart "aye", Ken Katte "aye", Dave Albright "aye", Jerry Hoepfner "aye". Sanitary Districts No. 2 (Sewer) and No. 3 (Water) are in closed session.

19. Open Session

Roll call to enter into Open Session: Dave Griffin "aye", Art Stewart "aye", Ken Katte "aye", Dave Albright "aye", Jerry Hoepfner "aye". Sanitary Districts No. 2 (Sewer) and No. 3 (Water) are in open session.

20. Adjourn – Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water)

"There being no further business, the Town of Sheboygan Sanitary District No. 2 (Sewer) Commission adjourns the meeting at 6:10 p.m. until Monday, August 17, 2020 after the Water District monthly meeting per motion by Commissioner Griffin and a second by Commissioner Stewart." Motion carried.

"There being no further business, the Town of Sheboygan Sanitary District No. 3 (Water) Commission adjourns the meeting at 6:10 p.m. until Monday, August 17, 2020 at 4:00 p.m. per a motion by Commissioner Albright and a second by Commissioner Hoepfner." 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 August 17, 2020