

NOTICE OF PUBLIC MEETINGS

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)

AND

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER)

Date: MONDAY, August 16, 2021

Place: Town of Sheboygan Town Hall, 4020 Technology Parkway, 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. A joint meeting of the Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water) Commissions began at 4:01 p.m., followed by the Sanitary District No. 2 (Sewer) Commission monthly meeting at 4:45 p.m. on Monday, August 16, 2021 at the Town of Sheboygan Town Hall, 4020 Technology Parkway, Sheboygan, WI 53083, Sheboygan County.

1. Call to Order

The Town of Sheboygan Sanitary District No. 3 (Water) Commission monthly meeting is called to order by President Art Stewart at 4:00 p.m. The following were also present at the meeting: Secretary Spencer Lutzke and Treasurer Jerry Hoepfner (via speaker phone) Sanitary District No. 3 (Water); Town Attorney Michael Bauer; Town Engineer Tom Holtan; Alternate Commissioners Dave Albright and Matt Dahlem; Deputy Director of Public Utilities Damian Nevers; Deputy Director of Public Works Tod Holfeltz; Deputy Treasurer Michelle Richards; Office Manager Darla Free and those persons on the attached list.

2. Approval of the August 16, 2021 Monthly Bills

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the August 16, 2021 monthly bills as submitted per a motion by Commissioner Stewart and a second by Commissioner Lutzke." Motion carried.

3. Discussion/Action – Emergency Response Plan Update

DDPU Nevers states that there are no updates; this is a work in progress; we have six months after submittal to the EPA, so it is due in December.

4. 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

5. 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 4:01 p.m. by Commissioner Stewart and President Dave Griffin, Sanitary District No. 2 (Sewer). Treasurer Ken Katte and Secretary Jeff Klosterman, Sanitary District No. 2 (Sewer), are also in attendance.

6. Approval of the July 19, 2021 Monthly Meeting Minutes

Commissioner Stewart asks why agenda item 4 states the use of a "third party inspector". DDPU Nevers states that it is not relevant to us, but some municipalities allow it. Commissioner Stewart asks that the minutes reflect DDPU Nevers comment.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the July 19, 2021 monthly meeting minutes with the change to agenda item 4 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 the July 19, 2021 monthly meeting minutes with the change to agenda item 4 per a motion by Commissioner Stewart and a second by Commissioner Lutzke." Motion carried.

7. Discussion/Action – Districts' Investments, CD Rates and CD Maturities

No action taken by Sanitary District No. 3 (Water).

8. Discussion/Action – The American Rescue Plan Act (ARPA)

Commissioner Griffin states that Commissioner Dahlem submitted some information on how the ARPA funds can be used and DDPU Nevers submitted a list of items that the Districts would like to propose to the Town Board for consideration for the ARPA funds. He states that at last month's meeting Attorney Bauer also discussed that the County was looking into using some of their funds for small, single-family home developments. Attorney Bauer states that this is on the Town Board's agenda tomorrow; the County is putting together five different task forces and will be asking for participation and representatives from the local municipalities; this will take some time; the Town has half of their funds now and will get the other half next year; the funds have to be allocated by 2024 and those projects will have to be completed by 2026. Commissioner Griffin states that if the Districts can't use any of the ARPA funds for their projects, they will have to add the items to their budgets. Commissioner Albright asks DDPU Nevers and Engineer Holtan to get some budget numbers for the Districts' projects because the Town Board will need to know this. Attorney Bauer states that Commissioner Dahlem's information is a good first step; the County has good ideas but they can't force a project on a municipality.

9. Town of Sheboygan Plan Commission Update

Commissioner Griffin states that there was a conditional use permit for Christmas tree sales on Cth Y, a sign permit for Lutheran High School and for Sanitary District No. 3's sign for the future water tower site, a concept review for Biggy Coffee on Cth J, a concept review for W1706 Cth J to raze the home and subdivide the land, proposed lights in Springtime Ridge Subdivision and discussion for accessory use allowance for N7164 Riverwoods Dr; nothing pertaining to the Districts.

10. Operator's Report

DDPU Nevers states that his Operator's Report has been submitted and is in the packets; I & I has increased due to the increased rainfall. He states that there was a PLC failure at the Pigeon River lift station; SCADA coordinates the pump sequencing; a few years ago this was rebuilt and we kept some of the old one's for replacement parts; the batteries failed and we had no control over the lift station, it wasn't observing the flows; Energenecs replaced them with all new one's and we will have the invoice next month. Commissioner Griffin asks how old they were. DDPU Nevers states that he doesn't know, but he has a meeting with Brian from Energenecs tomorrow, so he can find out; in the future, we will be going with Allen Bradley, it is a better option; it will cost \$25,000.00 to switch over. Commissioner Griffin asks if they were re-built in the 1990's. DDPU Nevers states that he's unsure. Commissioner Griffin asks if we should include the \$25,000.00 cost in the 2022 budget. Engineer Holtan states yes. DDPU Nevers states that everything is running fine now and we can think about the Allen Bradley update for the future. Commissioner Klosterman states that Allen Bradley was discontinuing products, so DDPU Nevers should ask Energenecs about the longevity of support. Commissioner Griffin states that he looked at the picture submitted of the plug in Pump 3 at the Pigeon River lift station and he asks if there is anything they can do to protect against this. DDPU Nevers states that Pump 3 was running at 60% capacity; he and Mr. Witters pulled the pump and found a flash light the size of a football jammed in it; it could have been dropped by a contractor, there's no way of knowing for sure; we have seen 2x4's in there.

DDPU Nevers states that we had a raw water sample fail at Well 2; it tends to be a problem with excessive rainfall; we had Hawkins chlorinate the Well and it failed again; the Well is down now and we are working with the DNR; the DNR instructed us to continue to flush and sample; we need two safe samples in a row; he and Engineer Holtan will explore a full cleaning. Attorney Bauer asks how this affects the system. DDPU Nevers states that the other two wells can keep up; one well can manage unless we have draught conditions; then we might have to issue a no watering policy; right now, both towers are full and he's comfortable with Wells 1 and 3 in operation; earwigs getting into a private well could cause this problem because they could get into an aquafer and into our wells; there will be spikes in pumpage from the water going into the sanitary main because there isn't any storm sewer by Well 2. Engineer Holtan states that we will need a Plan B if we can't get Well 2 fixed. Attorney Bauer asks what the trigger for a Plan B would be. DDPU Nevers states that he and Engineer Holtan want to work with Well 2 until winter, then call in a contractor if samples are still bad. Engineer Holtan states that we would want to get the casing tested. Commissioner Stewart asks if we can test private wells. Ms. Free states that we don't have any jurisdiction over private wells, unless they are connected to both municipal water and also have a private well; those are the residents who are in the Well Abandonment Program. DDPU Nevers states that the issue could also be old unabandoned wells; he and Engineer Holtan are working to figure it out. He states that they had an issue with nitrates and disinfection by-products, they came in higher than the acceptable rates; he believes that it happened at an end line in Riverwoods Subdivision; while flushing and sampling there was some grease so someone used a cleaning solvent to clean it and this cleaner got into the sample; the DNR gave us a new kit and we have to re-sample tomorrow. He states that the sign for the future Tower 3 site is ready to be installed and he is hoping to get that done this week; Mr. Schneider is exercising valves; Well 3 communication went down and it was due to a router; this also affected the Blackstock and Hidden Creek lift stations; it was down for a few days and Energenecs came in and replaced the router. He states that he spoke with Energenecs to get a quote for rain gauges and he hopes to have costs for next month's meeting; he thinks the cost will be around \$12,000.00 and he will add this to the ARPA list. He states that we got correspondence from the DNR regarding discharges from scheduled and unscheduled fire hydrant flushing, but it doesn't pertain to anything that we do or need to do.

11. Communication & Correspondence Received After Posting of Agenda

Ms. Free states that she will send out e-mails to coordinate 2022 Budget Workshops.

12. 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.

13. 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 4:45 p.m. until Monday, September 20, 2021 per a motion by Commissioner Stewart and a second by Commissioner Lutzke.” Motion carried.

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

14. Approval of the August 16, 2021 Monthly Bills

Commissioner Katte asks why the legal bill has fees for the water tower. Attorney Bauer states that the bill was split for the water and sewer easements at the old Town Hall. Commissioner Katte asks why Sanitary District No. 2 is paying for a fuel bill from Miller Implement. DDPW Holfeltz states that the Town and the Utilities each have a Toolcat and it was the Sewer District's turn to pay for fuel and filters.

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the August 16, 2021 monthly bills as submitted per a motion by Commissioner Griffin and a second by Commissioner Katte.” Motion carried.

15. Discussion/Action – Replacement of 12” Meter at the Pigeon River Lift Station

DDPU Nevers states that they started having problems a year ago, the meter wasn't reading; Energenecs has been called in to work on it; he doesn't have a quote for a replacement yet; it is a 2002 Tiger Mack meter and a few weeks ago it completely quite; Energenecs came in and said that the coils are shot and they don't support this meter anymore; it is twenty years old; we are running through the 8” meter, which is keeping up even with the heavy rain; we will buy the new meter from Energenecs at a cost of \$4,500.00 but the install is too big for them so we will get quotes for that work. Commissioner Griffin asks if it is being recommended to go ahead with the work or budget for it. Engineer Holtan states that yes, it should be done right away so we are prepared for any big storms. Commissioner Stewart asks if we have a delivery time. DDPU Nevers states no but he will find out tomorrow. Engineer Holtan states that he will e-mail the costs and delivery time so we can move this along.

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the purchase of a 12” replacement meter for the Pigeon River lift station from Energenecs and the cost for the installation per a motion by Commissioner Griffin and a second by Commissioner Klosterman.” Motion carried.

16. Discussion/Action – CD Status and Goals

Commissioner Griffin states that rates are so low that it's difficult to make investments right now. Ms. Free states that even though rates are low, the District has plenty of funds available for an emergency, so it's important to diversify with different banks to keep the District's funds FDIC insured; choosing a shorter term cd won't tie up the District's money and it keeps your funds insured.

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the purchase of two \$250,000.00 six-month cd's, best available rate, using funds from their Wisconsin Bank & Trust money market and two \$100,000.00 six-month cd's, best available rate, using funds from their Wells Fargo Investment Holding account per a motion by Commissioner Griffin and a second by Commissioner Katte.” Motion carried.

17. Communication & Correspondence Received After Posting of Agenda

Commissioner Katte states that he would still like the concrete that was found in the Cth Y lift station investigated. DDPU Nevers states that the next time Great Lakes televises that area, we will have them look into it. Commissioner Katte states that he would also like to investigate excessive I & I. DDU Nevers states that we could do a hydraulic model so we can learn more about the system but it is very pricey and it would require putting flow meters in manholes. Commissioner Katte states that we have to look into the future expansion of the Cth Y lift station. DDPU Nevers states that last month we approved new impellers for the Cth Y lift station and that will make a big difference. Commissioner Katte asks if we have the capacity to handle the Sheboygan County Airport if they ever choose to expand. Attorney Bauer states that they handle their current capacity by septic without issues. Commissioner Griffin states that we can't anticipate what they might want in the future. DDPU Nevers states that this could be planned with a hydraulic model. Engineer Holtan states that they did this in 2015-2016 for the Water District; it's a real-time model.

18. 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 5:11 p.m. until Monday, September 20, 2021 per a motion by Commissioner Griffin and a second by Commissioner Klosterman.” Motion carried.

Town of Sheboygan Sanitary District No. 2 Sewer

David Griffin, President
Ken Katte, Treasurer
Jeff Klosterman, Secretary

Town of Sheboygan Sanitary District No. 3 Water

Art Stewart, President
Jerome Hoeppe, Treasurer
Spencer Lutzke, Secretary

Minutes approved on September 20, 2021