

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

Date: Monday, December 21, 2020

Place: 4020 Technology Parkway, 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 Spencer Lutzke, Secretary; Director of Public Works Bill Blashka; Deputy Director of Public Works Damian Nevers; Alternate Commissioner Jeff Klosterman, Town Chairperson Daniel Hein, Town attorney Michael J. Bauer, Town Engineer Tom Holtan, and those persons on the attached list. Commissioner Jerry Hoepfner, Treasurer; excused.

2. Approval of the December 21, 2020 Monthly Bills

The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the December 21, 2020 monthly bills as submitted per a motion by Commissioner Lutzke and a second by President Albright. Motion carried.

3. Discussion/Action – Offer to Purchase Land for Future Water Tower 3 Site

No response has been received from the property owner. President Albright will follow-up with owner.

4. Communication & Correspondence Received After Posting of Agenda Budget

None.

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

Date: December 21, 2020

Place: 4020 Technology Parkway, Sheboygan, Wisconsin

**Time: Immediately Following The Conclusion 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 4:03 p.m. by President Dave Griffin. The following were present at the meeting: Commissioner Ken Katte, Treasurer, Commissioner Art Stewart, Secretary, Director of Public Works Bill Blashka; Deputy Director of Public Works Damian Nevers; Alternate Commissioner Jeff Klosterman; Town Chairperson Daniel W. Hein, Town Attorney Michael J. Bauer, Town Engineer Tom Holtan, and those persons on the attached list were also in attendance.

6. Approval of the November 16, 2020 Monthly Meeting Minutes

The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the November 16, 2020 monthly meeting minutes upon a motion by Commissioner Albright and a second by Commissioner Lutzke. Motion carried.

The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the November 16, 2020 monthly meeting minutes upon a motion by Commissioner Katte and a second by Commissioner Stewart. Motion carried.

7. Approval of the December 8, 2020 Town Board and Sanitary District Meeting Minutes

The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the December 8, 2020 monthly meeting minutes upon a motion by Commissioner Albright and a second by Commissioner Lutzke. Motion carried. No quorum existed.

The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the December 8, 2020 monthly meeting minutes upon a motion by Commissioner Stewart and a second by Commissioner Katte. Motion carried.

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

Director of Public Works Bill Blashka and Tom Holtan explained the sewer pressure test passed. Water quality result is waiting on testing as noted by Town Engineer Tom Holtan's report. No action taken.

9. Discussion/Action – Project Tracking Sheets

No action taken.

10. Discussion/Action – Purchase of F-150 Pick-Up Truck

Discuss purchase of Ford F-150 Pick-up truck for \$28,660.00 (Actual purchase order of \$29,163.00 provided by Director of Public Works on December 22, 2020), with cost split equally between Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water). Pick-up truck needs lights, arrow board and Tommy lift.

The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the purchase of the F-150 Pick-Up Truck on the terms outlined above upon a motion by Commissioner Albright and a second by Commissioner Lutzke. Motion carried.

The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the purchase of the F-150 Pick-Up Truck on the terms outlined above upon a motion by Commissioner Katte and a second by Commissioner Stewart. Motion carried

11. Town of Sheboygan Plan Commission Update

President Griffin reviewed the Koppelman Estates Subdivision from the December 1, 2020 Plan Commission meeting regarding the following:

1. Laterals that are located in improved Town right-of-way should be installed at the same time.
2. Director of Public Works to monitor road disturbance and require developer to repair, if necessary.
3. Developer must prepare master site grading plans subject to Town Engineer's approval.

12. Operator's Report

Deputy Director of Public Works Nevers reported on the following items:

1. Sanitary Sewer Flows - Typical.
2. Lab Data Reports – Typical
 - a) BOD higher in September before cleanout of lift station
 - b) Chlorine – Typical
3. Water Flows – Typical
4. Sewer – Pigeon River lift station Pump #1 rebuilt
5. Pigeon River Lift Station Pump #2
 - a) Deteriorated pump lining (View Plate) sent out for repairs
 - b) Operating with 3 pumps rather than 4
 - c) Alberts – Annual cleaning, pressure washing completed
 - d) Epoxy manhole sealing rings installed
6. Half of system Fire Hydrant water valves exercised and tested.
7. Two damaged Fire Hydrants located on State Highway 42 at Professional Heating and County Highway J (east of the river) repairs made and billed to drivers for payment (Police reports).
8. Possible water leaks reported at Willow Creek Subdivision and West of

Woodland Road. None found.

13. Communication & Correspondence Received After Posting of Agenda

Thank you from the Family of Sandy Fischer.

14. Pending Item List Review

No changes to Pending Item list.

15. 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 4:41 p.m. until Monday, January 18 at 4:00 p.m. upon motion by Commissioner Albright and second by Commissioner Lutzke. Motion carried.

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

Date: Monday, December 21, 2020

Place: 4020 Technology Parkway, Sheboygan, Wisconsin

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

16. Approval of the December 21, 2020 Monthly Bills

The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the December 21, 2020 monthly bills as submitted upon motion by Commissioner Katte and a second by Commissioner Stewart. Motion carried.

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

Director of Public Works advised Commissioners that the Village of Kohler North South Interceptor sewer construction by-pass is causing high flows to District's metered flow. Director of Public Works Blashka contacted City of Sheboygan. The City will disregard the high flow readings and use a 3-month average for billing purposes.

18. Communication & Correspondence Received After Posting of Agenda

Thank you card.

19. 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 4:53 p.m. until Monday, January 18, 2020 to commence immediately following the Town of Sheboygan Sanitary District No. 3 (Water) meeting upon a motion by Commissioner Griffin and a second by Commissioner Stewart. Motion carried.

**Town of Sheboygan
Sanitary District No. 2 Sewer**

David Griffin, President
Ken Katte, Treasurer

Art Stewart, Secretary

**Town of Sheboygan
Sanitary District No. 3 (Water)**

David Albright, President
Jerome Hoepner, Treasurer

Spencer Lutzke, Secretary

Minutes approved on January 18, 2021.

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