

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

**Date: Monday, October 19, 2020
Place: 4020 Technology Parkway, Sheboygan, Wisconsin
Time: 3:30 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 3:30 p.m. The following were present at the meeting: Commissioner Jerry Hoepfner, Treasurer; 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.

2. Approval of the October 19, 2020 Monthly Bills

The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the October 19, 2020 monthly bills as submitted per a motion by Commissioner Hoepfner and a second by Commissioner Lutzke. Motion carried.

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

No action taken. Offer to Purchase to be updated and resent to District Officials.

4. 2021 Budget Workshop

Review and revise District No. 3 2021 Budget. Commissioners authorize and schedule Public Hearing on 2021 Budget on November 16, 2020.

5. 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: October 19, 2020

Place: 4020 Technology Parkway, Sheboygan, Wisconsin

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

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

The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission is called to order at 4:02 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; Town Chairperson Daniel W. Hein, Town Engineer Tom Holtan, Town Attorney Michael J. Bauer, and those persons on the attached list were also in attendance.

7. Approval of the September 21, 2020 Monthly Meeting Minutes

The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the September 21, 2020 monthly meeting minutes upon a motion by Commissioner Albright and a second by Commissioner Hoepfner. Motion carried.

The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the September 21, 2020 monthly meeting minutes upon a motion by Commissioner Griffin 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 Town Engineer Tom Holtan explained increased inspection fees for this development are to be expected as a result of difficulties in receiving project materials and scheduling contractor work for this project. No action taken.

9. Discussion/Action – Usage & Flows for 4811 Venture Dr., SM Landmark Properties

District Commissioners acknowledge reports of acceptable usage and flows at 4811 Venture Drive. This item can be removed from next month's agenda.

10. Discussion/Action – Town Purchase of Parcels 59024342641 & 59024342392

Chairperson Hein explained that the Town is under contract to purchase two parcels of approximately 9 acres of vacant land located at I-43 and County Road DL for \$850,000 on November 20, 2020. The Town believes it is important to protect this property from annexation and to control the development of this commercial corridor of the Town. The Town is exploring financing options to fund the purchase price for its purchase. One option, which appears to be beneficial to both the Districts and the Town, is to borrow the needed funds from the Sanitary Districts. The Town is willing to pay the Districts a higher interest rate on these funds than the Districts can obtain from investing these funds in money market

or other interest-bearing bank accounts. The Town will save interest expense because the District interest rate charged by the Districts is lower than the interest rate that the Town would be charged from its commercial lenders.

District Commissioners and Chairperson Hein reviewed the following proposed loan terms:

1. Each District to lend Town \$425,000.00 at an interest rate of 1.5% per annum for 10 years.
2. No payment of principal and interest until March 2023.
3. Accrued interest from date of loan to be paid on March 31, 2023.
4. Principal and interest to be amortized over the remaining 7 years of the loan.
5. Loan documents to be submitted for District approvals at the next meeting on November 16, 2020.
6. Loan documents to be approved and executed by Town on November 17, 2020.
7. Loans funded By Districts on November 18, 2020 and available for land closing on November 20, 2020.

The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the proposed Town loan 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 proposed Town loan on the terms outlined above upon a motion by Commissioner Griffin and a second by Commissioner Stewart. Motion carried

11. Discussion/Action – Project Tracking Sheets

Commissioner Stewart will work with Darla Free to investigate project tracking software.

12. Discussion/Action – Kruschke Ave. Encroachment Agreement, Peter Arthurs

No action taken. Status of Encroachment Agreement to be reviewed.

13. Town of Sheboygan Plan Commission Update

President Griffin reviewed the following items from the October 6, 2020 Plan Commission meeting:

1. Approval of a conditional use permit for American Freight (former Gander Mountain building).
2. Approval of a conditional use permit for Concept Motors.
3. Approval of a sign permit for LakeShore International Truck.

14. Operator's Report

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

1. Maintenance work performed on the County Road Y lift station to remove concrete debris.
2. Annual cleaning of District lift stations is underway.
3. Hydrant pumping and winterization of districts water system under way.
4. District is submitting a claim for damage of approximately \$5000 to its insurance

carrier as a result of an electrical surge at Well No. 2.

Director of Public Works Blashka reported that the flow meter at the County Road Y lift station failed and is not operational. DPW is working with Energenics to replace the flow meter with a submersible meter at a cost of approximately \$3,691.00.

15. Communication & Correspondence Received After Posting of Agenda

Sanitary District employment opportunity posted on Town website. The Districts are looking to fill one position.

President Griffin to work with attorney Bauer to correct and revise Sanitary District #2 Ordinance Section 6.06.

16. Pending Item List Review

County Road Y lift station pump upgrade is planned as a 2021 project and added to District No. 2's 2021 Budget.

17. 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 5:05 p.m. until Monday, November 16 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, October 19, 2020

Place: 4020 Technology Parkway, Sheboygan, Wisconsin

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

18. Approval of the October 19, 2020 Monthly Bills

The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the October 19, 2020 monthly bills as submitted upon motion by Commissioner Katte and a second by Commissioner Stewart. Motion carried.

19. Discussion/Action – City Sewer Rates, Steve Jossart

Commissioners reviewed the 2021 wastewater treatment rates received from the City of Sheboygan wastewater treatment plant. City projects District's 2021 rate and treatment charges to be \$440,000 up from an estimated \$423,480 for 2020. The District's 2021 budget was amended to include the WWTP higher charges.

20. Discussion/Action – O & M Manual Update

No action taken.

21. Discussion/Action – Grease Trap Program Update

No action taken.

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

DPW Blashka reported that a pre-construction meeting was conducted by the Village of Kohler and its engineers and sewer contractor. Village payment to District pursuant to the terms of the Village/District 2006 agreement in the sum of \$120,884 is expected before Kohler connects to the District's north/south interceptor sewer.

23. Communication & Correspondence Received After Posting of Agenda

None.

24. 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 5:25 p.m. until Monday, November 16, 2020 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**

David Griffin, President

Ken Katte, Treasurer

Art Stewart, Secretary

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

David Albright, President

Jerome Hoepfner, Treasurer

Spencer Lutzke, Secretary

Minutes approved on _____, 2020.

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