

MINUTES OF PUBLIC MEETINGS

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)

AND

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER)

Date: MONDAY, July 17, 2023

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 4:03 p.m. A joint meeting of the Sanitary District No. 3 (Water) and Sanitary District No. 2 (Sewer) Commissions began at 4:08 p.m., followed by the Sanitary District No. 2 (Sewer) Commission monthly meeting at 4:19 p.m. on Monday, July 17, 2023 at the Town of Sheboygan Town Hall, 4020 Technology Parkway, Sheboygan, WI 53083, Sheboygan County.

Sanitary District No. 3 (Water) Monthly Agenda – 4:00 p.m.

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 4:03 p.m. The following were also present at the meeting: Treasurer Dave Albright and Secretary Spencer Lutzke, Sanitary District No. 3 (Water); Town Attorney Michael Bauer; Director of Public Works/Engineer Tom Holtan; Deputy Director of Public Utilities Damian Nevers; Alternate Commissioner Randy Blindauer; Utility Clerk Jamie Hilbelink; Administrative Assistant Keri Grimmer and those persons on the attached list.

2. Approval of the July 17, 2023 Monthly Bills

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the July 17, 2023 monthly bills as submitted per a motion by Commissioner Albright and a second by Commissioner Lutzke.” Motion carried.

3. Discussion/Action – 5G Verizon/Tower 2 Update.

Nothing to update at this time. No action required.

4. Discussion/Action – New Water Tower Project Update

Foundation work starting in September. Start pedestal construction May 2024. To be completed by October 2025.

5. Discussion/Action – Water Rate Study Update

This will be discussed further and a presentation to Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water) at August 2023 meeting. No other Updates.

6. Review/Approval – 2022 CMAR (Compliance Maintenance Resolution)

This topic is being moved to Sanitary District 2 (Sewer) Monthly Agenda per a motion by Town of Sheboygan Sanitary District No. 3.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby motions to move this Agenda Item #6 Review/Approval – 2022 CMAR (Compliance Maintenance Resolution) on agenda to Sanitary District No. 2 (Sewer) Monthly Agenda per a motion by Commissioner Stewart and a second by Albright.” Motion carried.

“The Town of Sheboygan Sanitary District No. 2 (Water) Commission hereby motions to move this Agenda Item #6 Review/Approval – 2022 CMAR (Compliance Maintenance Resolution) on agenda to Sanitary District No. 2 (Sewer) Monthly Agenda per a motion by Commissioner Dahlem and a second by Klosterman.” Motion carried.

“The Town of Sheboygan Sanitary District No. 2 (Water) Commission hereby motions to approve 2022 CMAR Compliance Maintenance Resolution and Attorney Bauer to submit to District per a motion by Commissioner Dahlem and a second by Klosterman.” Motion carried.

7. Communication & Correspondence Received After Posting of Agenda

Nothing submitted; no updates.

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

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby motions to remove this item on agenda per a motion by Commissioner Stewart and a second by Albright.” Motion carried.

Sanitary District No. 2 (Sewer) and Sanitary District No. 3 (Water) Joint Agenda – Immediately Following Completion of Sanitary District No. 3 (Water) Monthly Meeting

9. 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 4:08 p.m. by Commissioner Matt Dahlem, Sanitary District No. 2 (Sewer). The following were also present at the meeting: Secretary Jeff Klosterman, Sanitary District No. 2 (Sewer) and Alternate Dave Minor, Sanitary District No. 2 (Sewer).

10. Approval of the June 19, 2023 Monthly Meeting Minutes

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the June 19, 2023 monthly meeting minutes with the removal of agenda item #8 and with the correction made to agenda item #13 to read as Club Carwash per a motion by Commissioner Albright and a second by Secretary Lutzke.” Motion carried.

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the June 19, 2023 monthly meeting minutes with the correction made to agenda item #13 to read as Club Carwash per a motion by Commissioner Dahlem and a second by Alternate Dave Minor.” Motion carried.

11. Discussion/Action – Districts’ Investments, CD Rates and CD Maturities

The Sanitary District No. 2 (Sewer) Commission does not make any cd purchases this month.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the purchase of Comenity Bank Jumbo CD 5.300% 12 Month \$250,000.00 cd or equivalent cd using funds from the High Yielding Money Market account, moving the Beal Bank – Plano TX 4.100% 9 Month \$250,000.00 cd with a maturity date of August 2, 2023 into the High Yielding Money Market account, and moving the MY Safra Bank FSB New York 0.300% 36 Month \$250,000.00 cd with a maturity date of August 4, 2023 into the High Yielding Money Market account per a motion by Commissioner Lutzke and a second by Commissioner Albright.” Motion carried.

12. Discussion/Action – Pooled Cash

Going well, credit cards are now up and running but still need to get credit card terminal set up.

13. Town of Sheboygan Plan Commission Update

Commissioner Albright states that there was not a meeting this month.

14. TID1 Update

DPW/Engineer Holtan discussed the continued work on Olive Garden. Poured foundation today. Walls starting to go up and curb and gutter in Northtown next week. Paving starting on N 40th St, then grade west side. Issue with Apartment north building happened overnight, where precast concrete panels collapsed. South Apartment ok. Received approved plans for plumbing at Club Carwash.

15. Operator’s Report

District 2 (Sewer)

- DDPU Nevers indicated the long-awaited pumps and motors at Charter Hills is scheduled to be replaced August 17th and 18th. Energenecs will be installing the replacement pumps and motors and will troubleshoot the lift station’s communication issues at the same time.

District 3 (Water)

- Water service leaks: DDPU described two water leaks that occurred in the past month. The first being a copper service leak serving a property on Stonefield Dr where Korff Plumbing was contracted to replace the District Owned portion of the service. The second leak was another non stainless-steel bolts installed in a 1991 Waterous Valve on STH 42 in front of Pumps Tires. The failed bolts occurred on a 6” hydrant valve. Korff Plumbing was again contracted to perform the repair and were directed to over excavate to replace the non-stainless bolts on the 12” mainline water valve located less than 15 feet away.
- Annual DNR Sampling summary: DDPU Nevers summarized the DNR mandated water sampling performed this year. Lead/Copper, Bacteria (raw water and distribution) and metals have all tested with be within the DNR and EPA’s limits. PFAS testing at Wells #1 and #3 have also tested to be non-present; however Well 2 has tested to contain PFAS, but less than the current DNR/EPA action level.
- Annual Hydrant Flushing/inspection complete. Staff will continue to flush long dead ends and known stagnant areas to keep water quality.
- To begin Valve exercising

Combined

- Manhole and valve box raising and maintenance on this year's street rehab projects nearly complete.

16. Pending Item List Review

Item List #44 O&M Collection Systems and Lift Stations AECOM working on Manuals and Item List #56 District 2 Quarterly Rate Review working with Dave Griffin on connection fees.

17. Communication & Correspondence Received After Posting of Agenda

Christy Schmidt of Mission Village LLC at 4607 Telluride Rd. Sheboygan WI 53083, came in to discuss the water bill at Mission Village. Water softener valve failed causing flow directly into sanitary. Bill is normally \$200-400, this time it was around \$7000.00. Advised for anything that could be done. District indicated historically assistance not provided but recommended looking into insurance.

18. 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 4:39 p.m. until Monday, August 21, 2023, 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

19. Approval of the July 17, 2023 Monthly Bills

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the July 17, 2023 monthly bills as submitted per a motion by Commissioner Dahlem and a second by Commissioner Klosterman.” Motion carried.

20. Discussion/Action – Hidden Creek Lift Station Backup Generator and Automatic Transfer Switch (ATS)

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby motions to accept the quote from Wolter Inc. for the Generac Brand Generator and automatic Transfer Switch for the Hidden Creek Lift Station as quoted for \$19,987.00 submitted per a motion by Commissioner Dahlem and a second by Commissioner Klosterman.” Motion carried.

21. Discussion/Action – Fats, Oils, and Grease Control Program (FOG) Update

18 documented grease traps, still working on. No other updates.

22. Discussion/Action – Sewer Rate Study Update

No updates at this time. Will present at August 21st meeting.

24. Communication & Correspondence Received After Posting of Agenda

Nothing submitted; no updates.

25. 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 4:54 p.m. until Monday, August 21, 2023 per a motion by Commissioner Dahlem and a second by Commissioner Klosterman.” Motion carried.

“There being further business, the Town of Sheboygan Sanitary District No. 2 (Sewer) Commission recommences the meeting at 4:55 p.m. to approve CMR resolution per a motion by Commissioner Dahlem and a second by Commissioner Klosterman.” Motion carried.

“There being no further business, the Town of Sheboygan Sanitary District No. 2 (Sewer) Commission adjourns the meeting at 4:56 p.m. until Monday, August 21, 2023 per a motion by Commissioner Dahlem and a second by Commissioner Klosterman.” Motion carried.

Town of Sheboygan Sanitary District No. 2 (Sewer) Town of Sheboygan Sanitary District No. 3 (Water)

Matt Dahlem, President

Art Stewart, President

Not Present
Ken Katte, Treasurer

Dave Albright, Treasurer

Jeff Klosterman, Secretary

Spencer Lutzke, Secretary