

**NOTICE OF PUBLIC MEETINGS**

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER)

AND

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)

**Date: MONDAY, January 17, 2022**

**Place:** Town of Sheboygan Town Hall, 4020 Technology Parkway, Sheboygan, Wisconsin

**Time: 4:00 p.m. - Sanitary District No. 2 (Sewer) Monthly Meeting**

**Time: To Follow Sanitary District No. 2 (Sewer) Meeting – Districts Joint Monthly Meeting**

**Time: To Follow Joint Meeting - Sanitary District No. 3 (Water) Monthly Meeting**

The monthly meeting of the Town of Sheboygan Sanitary District No. 2 (Sewer) 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 4:15 p.m., followed by the Sanitary District No. 3 (Water) Commission monthly meeting at 4:50 p.m. on Monday, January 17, 2022 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. 2 (Sewer) Commission monthly meeting is called to order by President Matt Dahlem at 4:00 p.m. The following were also present at the meeting: Treasurer Ken Katte and Secretary Jeff Klosterman, Sanitary District No. 2 (Sewer); Town Attorney Michael Bauer; Engineer Tom Holtan; Alternate Commissioner Randy Blindauer; Deputy Director of Public Utilities Damian Nevers; Administrative Assistant Jamie Hilbelink; Office Manager Darla Free and those persons on the attached list. New Town employee, Administrative Assistant Jamie Hilbelink, is introduced to the Board members.

**2. Approval of the January 17, 2022 Monthly Bills**

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the January 17, 2022 monthly bills as submitted per a motion by Commissioner Katte and a second by Commissioner Klosterman." Motion carried.

**3. Discussion/Action – Ordinance No. 2022-1 An Ordinance Repealing and Recreating Section 7.06 of the Town of Sheboygan Sanitary District No. 2 Sewer Use And Sewer Service Charge Ordinance**

Attorney Bauer states that this is a yearly ordinance approved by the District; we adjust our rates for the City residents we bill bi-annually based off of the City's WWTP's yearly budget.

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves Ordinance No. 2022-1 An Ordinance Repealing and Recreating Section 7.06 of the Town of Sheboygan Sanitary District No. 2 Sewer Use And Sewer Service Charge Ordinance per a motion by Commissioner Dahlem and a second by Commissioner Katte." Motion carried.

**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. 2 (Sewer) Monthly Meeting**

**5. Call to Order - Sanitary District No. 3 (Water)**

The Town of Sheboygan Sanitary District No. 3 (Water) and Sanitary District No. 2 (Sewer) Commissions monthly joint meeting is called to order at 4:15 p.m. by Commissioner Matt Dahlem and President Art Stewart, Sanitary District No. 3 (Water). Treasurer Dave Albright and Secretary Spencer Lutzke (via speaker phone), Sanitary District No. 2 (Sewer), are also in attendance.

**6. Approval of the December 20, 2021 Monthly Meeting Minutes**

"The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the December 20, 2021 monthly meeting minutes per a motion by Commissioner Klosterman and a second by Commissioner Katte." Motion carried.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the December 20, 2021 monthly meeting minutes per a motion by Commissioner Albright and a second by Commissioner Stewart." Motion carried.

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

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves to have the balance of the matured Beal Bank USA cd deposited into the Wells Fargo Investment Holding account per a motion by Commissioner Stewart and a second by Commissioner Albright.” Motion carried.

**8. Town of Sheboygan Plan Commission Update**

Commissioner Albright states that there was a sign replacement permit for 4016 Hwy 42 N for Elevate 97 to replace the BP sign to a Mobil sign; Greenscape would like to construct a 20’ x 29’ steel shelter at 4218 Industrial Court; Bigsby Coffee is proposing building on Hwy 42 and they are waiting for Wis DOT approval.

**9. Operator’s Report**

DDPU Nevers states that his Operator’s Report has been submitted; there was nothing out of the ordinary with the sewer flows; the 12” meter at the Pigeon River station was not working again; Sabol Mechanical repaired it and Energenecs did the programming; they plan to alternate the meters to keep them both active; the flows are down a million gallons from last year; we had a dry season so it shows that our I & I is a significant factor; Great Lakes TV & Seal plans to start cleaning and televising in March; we do 1/6<sup>th</sup> of the system each year. He states that there was a water leak on New Year’s Day on West North Ave; it was in the road; the service was probably installed around 1998; there was a kink in the service and they replaced the whole service with plastic; the property owners have a private well and are not connected to this service. Engineer Holtan states that the water model update for the Van Horn project confirms that a new water tower will be needed; he would like to put bids out; it could be 3-5 years down the line, but it would be good to have a design done; a design would take 2-3 months and an approximate cost for the design would be \$75,000.00; he will have quotes for the March meeting; 40% would be allocated to TID expenses. Commissioner Stewart asks what the report says about the wells’ capacity. DDPU Nevers states that we are at the threshold; Van Horn puts us over. Commissioner Stewart asks if this is the final report. Engineer Holtan states yes; since the other two towers are steel, it makes sense to have the same for a future tower, and it is also best to be able to rely on gravity for your pressure. DDPU Nevers states that you need booster pumps if you have solid concrete tanks. DDPU Nevers states that all of the utilities are in for Lincoln Estates Subdivision; he and Engineer Holtan will work with the contractor for the final walk through and acceptance this coming spring. Commissioner Klosterman asks if there is one entrance into the subdivision. DDPU Nevers states that there is one entrance on N 50<sup>th</sup> St and two cul de sacs.

**10. Communication & Correspondence Received After Posting of Agenda**

Ms. Free states that everyone has been invited to the Fire Department’s 6<sup>th</sup> Annual Fire/EMS Awards Banquet; you should rsvp per the handout.

**11. Pending Item List Review**

Nothing submitted; no updates.

**12. Adjourn – Sanitary District No. (Sewer)**

“There being no further business, the Town of Sheboygan Sanitary District No. 2 (Sewer) Commission adjourns the meeting at 4:50 p.m. until Monday, February 21, 2022 per a motion by Commissioner Dahlem and a second by Commissioner Katte.” Motion carried.

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

**13. Approval of the January 17, 2022 Monthly Bills**

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the January 17, 2022 monthly bills as submitted per a motion by Commissioner Albright and a second by Commissioner Stewart.” Motion carried.

**14. Discussion/Action – Ordinance Revisions**

DDPU Nevers states that he has nothing for review at this time.

**15. Discussion/Action – Well No. 2 Rehabilitation Update**

DDPU Nevers states that quotes for Well 2 upgrades have been submitted; we are at capacity and should be increasing pumpage capacity to allow 600 gallons per minute; the aquifer can handle this; Well 2 was constructed in 1996 and we share the aquifer with the nearby residents who are on private wells; Troy Simonar, of CTW Corp, is confident that we should conduct a pump test now and it will be done during the evening, when usage is down; the discharge from the test will go into the sewer. Commissioner Stewart states that we will need to get a pump curve to help with pressure; we will need to get competitive quotes for the pump. Engineer Holtan states that he will do this. DDPU Nevers states that he has reached out to the DNR, State and other municipalities to find out what kind of ordinances they have in place regarding private wells. Commissioner Stewart states that the first step is a letter to the residents regarding the pump test.

"The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the partial well abandonment of Well 2, the pump test and mailing a letter to all residents who will be affected by the pump test per a motion by Commissioner Stewart and a second by Commissioner Albright." Motion carried.

**16. Communication & Correspondence Received After Posting of Agenda**

Nothing submitted; no updates.

**17. 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 5:35 p.m. until Monday, February 21, 2022 per a motion by Commissioner Stewart and a second by Commissioner Albright." Motion carried.

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

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**Matt Dahlem**, President

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**Ken Katte**, Treasurer

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**Jeff Klosterman**, Secretary

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

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**Art Stewart**, President

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**Dave Albright**, Treasurer

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**Spencer Lutzke**, Secretary

**Minutes approved on February 21, 2022**