

MINUTES OF PUBLIC MEETINGS

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 3 (WATER)

AND

TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 (SEWER)

Date: MONDAY, July 18, 2022

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. 3 (Water) and Sanitary District No. 2 (Sewer) Commissions began at 4:19 p.m., followed by the Sanitary District No. 2 (Sewer) Commission monthly meeting at 4:35 p.m. on Monday, July 18, 2022 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 4:00 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; Alternate Commissioner Randy Blindauer; Alternate Commissioner David Minor; Utility Clerk Jamie Hilbelink and those persons on the attached list.

2. Approval of the July 18, 2022 Monthly Bills

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the July 18, 2022 monthly bills as submitted per a motion by Commissioner Albright and a second by Commissioner Lutzke.” Motion carried.

3. Discussion/Action – Well No. 2 Update

DPW/Eng Holtan states the new pump is working well and DDPU Nevers will be doing further testing. No action required.

4. Discussion/Action – Renegotiation Options to First Amendment and Extension to Tower Lease Agreement, Verizon/Tower 2

DPW/Eng Holtan states Verizon provided two options for the proposed lease amendment. The first option is a base rental rate of \$29,000.00 with a 4% annual increase. The second option is a base rental rate of \$30,000.00 with a 3% annual increase.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves Verizon’s option for the base rental rate of \$29,000.00 with a 4% annual increase per a motion by Commissioner Stewart and a second by Commissioner Lutzke.” Motion carried.

5. Discussion/Action – General Code District ordinance update and review PSC rate schedules

Attorney Bauer states the ordinance manuscript for the General Code platform is due on August 13th and needs to be finalized. No changes can be made once the ordinance manuscript is finalized and posted. What does the Town charge for fire protection and what should the current charge be for Ordinance 2.01 Public Fire-Protection Service. The PSC Rate Schedule for bulk water service is not consistent through the code. The Commissioners recommend technical corrections instead of a rate case. No action required.

6. Discussion/Action – New Water Tower Project

DPW/Eng Holtan states he has received the design memorandum from SEH with three different tower types. No action required.

7. 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**

8. 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 4:19 p.m. by Commissioner Dahlem and Secretary Jeff Klosterman, Sanitary District No. 2 (Sewer). Treasurer Ken Katte, Sanitary District No. 2 (Sewer), is also in attendance.

9. Approval of the June 20, 2022 Monthly Meeting Minutes

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the June 20, 2022 monthly meeting minutes per a motion by Commissioner Dahlem and a second by Commissioner Katte.” Motion carried.

“The Town of Sheboygan Sanitary District No. 3 (Water) Commission hereby approves the June 20, 2022 monthly meeting minutes per a motion by Commissioner Albright and a second by Commissioner Lutzke.” Motion carried.

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

“The Town of Sheboygan 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 a Discover Bank 2.200% 3-month \$250,000.00 cd or equivalent cd using funds from the Safra National Bank cd and the purchase of a Wells Fargo Bank NA 2.500% 6-month \$250,000.00 cd or equivalent cd using funds from the Wisconsin Bank & Trust money market account per a motion by Commissioner Stewart and a second by Commissioner Albright.” Motion carried.

11. Town of Sheboygan Plan Commission Update

Commissioner Albright states there was discussion regarding N6311 N 61st Street, Sheboygan, WI 53083, to rezone parcel 59024349124 from C-1 to R-1 to allow for an addition to the home and garage, the remodeling of St. Vincent DePaul to include the exterior, and Lake Country Academy’s permanent install of a temporary 14’ x 10’ prefabricated shed.

12. Operator’s Report

DPW/Eng Holtan states for Sanitary District No. 2 (Sewer) the annual inspection of PRLS by Reginal Wastewater Staff passed. The Superintendent at Wastewater Treatment Plant praised on the cleanliness and shape of the lift station.

DPW/Eng Holtan states for Sanitary District No. 3 (Water) the hydrant flushing is complete. The 3-year DNR inspection is scheduled for August 3rd, 2022.

UpKeep, Computer Maintenance Management System, software is in the development phase and training stage.

The Utilities team has started the street work for the manholes and valve box adjustments for Highview, Riverwoods, Hidden Creek and Skylak. Professional Drive and N. 50th are to follow.

Mammoth Construction has completed the install of the private water and sewer system at Ashford Estates Apartments. The water has passed testing. The contractor will be subcontracting Great Lakes TV & Seal to pressure test and camera the sanitary sewer in the next couple of weeks.

DPW/Eng Holtan states North Town is currently grading and stripping the topsoil. The connection to water and sewer is being completed on N. 40th Street. By Mid-august there will be three crews working on the utilities aiming to have that completed by November.

An agenda item to provide a North Town update will be added to the August 15th meeting.

DPW/Eng Holtan states Biggby Coffee is now connected to utilities.

13. Communication & Correspondence Received After Posting of Agenda

Nothing submitted; no updates.

14. Pending Item List Review

Nothing submitted; no updates.

15. 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 4:35 p.m. until Monday, August 15, 2022 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

16. Approval of the June 20, 2022 Monthly Bills

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the June 20, 2022 monthly bills as submitted per a motion by Commissioner Dahlem and a second by Commissioner Katte.” Motion carried.

17. Review/Approval – 2021 CMAR (Compliance Maintenance Resolution

“The Town of Sheboygan Sanitary District No. 2 (Sewer) Commission hereby approves the 2021 CMAR (Compliance Maintenance Resolution) as submitted per a motion by Commissioner Dahlem and a second by Commissioner Klosterman.” Motion carried.

18. Discussion/Action – General Code District ordinance update

Attorney Bauer states he would like to revisit Ordinance No. 2022-2, an ordinance amending Section 6.06 UCE formulas, next month to verify the ordinance amendment has been completed. No action required.

19. Communication & Correspondence Received After Posting of Agenda

Nothing submitted; no updates.

20. 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 4:42 p.m. until Monday, August 15, 2022 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
Ken Katte, Treasurer
Jeff Klosterman, Secretary

Art Stewart, President
Dave Albright, Treasurer
Spencer Lutzke, Secretary

Minutes approved on August 15, 2022