

**Village of Caledonia Utility District
Commissioners Meeting
November 1, 2017**

The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, November 1, 2017, at the Caledonia Utility District Office, located at 333 4 ½ Mile Road Racine, Wisconsin. The meeting was called to order by Howard Stacey, President, at 6:00 pm.

1. Roll Call

Those present were Howard Stacey, President, Harry Garnette, Secretary, Mike Pirk, Mark Brigman, Lee Wishau, Dave Ruffalo and Bill Infusino Commissioners. Also present were Tom Ludwig, representing Foth Infrastructure and Environment LLC, John Bjelajac, Legal Counsel, Toni Muise, Village, Human Resource Director, Tony Bunkelman, Village Engineer, Rick Kutch, representing Gordon J. Maier and Robert J. Lui, Utility District, General Manager.

2. Communications and Announcements

None

3. Approval of Minutes

a. Upon a motion by Garnette and seconded by Brigman the Commission approved the minutes from the Utility District's previous regular meeting held October 11, 2017, and special meeting held October 17, 2017. A copy of these minutes have been furnished to each Commissioner. Motion Carried.

4 Approval of O&M Bills

a. Upon a motion by Infusino and seconded by Garnette the Commission approved payment of O&M Bills listed under checks #8630 through #8661 totaling \$1,061,717.65. Motion Carried.

5. Project Updates

a. Lui informed the Commission that the Hwy K / V lift station, contractor has one remaining item on the punchlist, an air switch. The fence is scheduled for installation next week.

Lui presented the Commission with Change Order (CO) # 8 for the same project. He explained the C.O. and how it reduced the contract amount by \$2,137.40. Following discussion a motion was made by Brigman and seconded by Infusino to approve the C.O. as presented. Motion Carried.

b. Lui reported Merryman Excavating, the contractor for the Hwy K Sewer and Water project to Carol Drive, is working on punchlist items. Bjelajac updated the Commission on the legal status of the project.

c. Lui reported the contractor, A.W. Oakes for the sewer and water extension from Carol Drive to 1-94, is working on punchlist items.

d. Lui updated the Commission on the DeBack Lane, Sewer and Water extension project. The contractor, is working on punchlist items.

e. Lui updated the Commission on the Caddy Vista sewer and water improvements. Lui reported, we have not yet received any flow data from Jellystone.

**Village of Caledonia Utility District
Commissioners Meeting
November 1, 2017
Page 2**

f. Lui informed the Commission, we required Pre Qualification forms to be submitted 5 days prior to the bid opening for the Caddy Lane Watermain Relay project. Lui explained the process used to determine qualified contractors, for projects. Bjelajac explained how staff deemed a contractor, RLP Diversified not qualified for this project. Following discussion the Commission took no action on this item.

Lui presented the bid opening results held October 31, 2017, for the same project, he explained the bids. Following discussion a motion was made by Brigman and seconded by Ruffalo to award the Caddy Lane Watermain relay project to the low bidder, Wanasek Corporation, for their bid amount of \$866,780.00. Motion Carried.

g. Lui had nothing new to report on the Riverbend Lift Station, Safety Site.

h. Lui updated the Commission on the water tower repainting projects. The contractor, OSSEO Construction, has completed the Storage Drive Water Tower, Corpro was on site today to test and certify the Cathodic Protection. Minor restoration and cleaning punchlist items to be addressed.

i. Lee Wishau updated the Commission on the reorganization of the Utility District and Storm Water District. He discussed the Red Line version of the Charter Ordinance, he wanted to review the changes.

j. Lui and Stacey updated the Commission on the Lighthouse Drive lift station upgrades. Lui is scheduling an on site meeting with the Johnson representatives to explain the project.

k. Lui informed the Commission of a recent decision by the City of Waukesha to purchase water, on a wholesale basis, from the City of Milwaukee.

l. Lui informed the Commission of the decision from the Department of Safety and Professional Services, to suspend the contractor's, Absolute Mechanical Plumbing LLC., Mike Mehevic, owner, Plumbing License, 3 days. This decision is from Mehevic installing a water service at 5823 Northwestern Avenue, without a WISDOT road opening permit.

6. Ludwig updated the Commission on the water demands that the City of Racine, recently approved for Caledonia. Ludwig indicated the flows approved, were flows provided several years ago, before the Racine and Oak Creek water agreements were completed. He explained how the demands have changed since the Racine Service Area has expanded to include the area south of 5 Mile Road. Following a lengthy discussion the Commission authorized Foth to update the flows based on the current water agreements and land use plan.

7. Rick Kutch, of Gordon J. Maier updated the Commission, on the third quarter, 2017, financial statements. He reviewed the executive summary with the financial report. Overall YTD the Utility District is in good financial condition, Kutch answered questions from the Commission and General Manager. The Commission thanked Kutch for the presentation.

8. Toni Muise, Village, Human Resource Director, went over the current Utility District Operator, Job Description. Muise suggested some minor changes, in language and content to the current description. Upon

**Village of Caledonia Utility District
Commissioners Meeting
November 1, 2017
Page 3**

a motion by Garnette and seconded by Infusino the Commission voted to support the revisions to the current Utility District Operator, Job Description as discussed by Muise. Motion Carried. Ruffalo, voted No.

Manager Lui expressed concerns with the latest wage scale approved by the Village Board, and the proposed hourly, starting rate for the new Operator, the Commission agreed. The Commission discussed numerous options of how the new Operator, starting wage could be implemented. Wishau thought with the reorganization of the Utility District, and the new Utility Director, that this position would not be filled. This was news to everyone in attendance. Wishau was going to discuss with the Village President. The Commission further discussed how to fill the open, Operator Position. Following a lengthy discussion, it was determined to create a new Utility District, Operator position for new hires, this position would be an, Utility District Operator, Apprentice, Position. With the new position, there would also be a new grade level created, on the grade scale, for the new position. The Commission also indicated that none of these changes would affect the latest Utility District Operator hire that was grandfathered under the wage scale, which was also approved by the Village Board. Muise will make all the changes discussed, create the new job description and report back to the Commission.

9. Adjournment

Upon a motion by Garnette and seconded by Wishau the Commission voted to adjourn the regular meeting at 7:50pm. Motion Carried.

Robert J. Lui, General Manager,
Caledonia Utility District