

**Village of Caledonia Utility District Meeting
November 7, 2018**

- 1. Meeting Called to Order** – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, November 7, 2018, at the Caledonia Utility District Office, located at 333 4 ½ Mile Road Racine, Wisconsin. The meeting was called to order by President Howard Stacey at 6:00 pm.
- 2. Roll Call** – Those present were President Howard Stacey, Secretary Harry Garnette, Commissioners Tony Minto, Mark Brigman, Nicholas Sullivan and Trustee Lee Wishau. Also present were Utility Accountant Michele Jones, Consulting Engineer Andrew Schultz, Utility Manager Robert Lui and Utility Director Anthony Bunkelman.
- 3. Approval of Minutes**
 - a.** Upon a motion by Garnette and seconded by Minto, the Commission approved the minutes from the Utility District’s previous regular meeting held October 10, 2018. A copy of these minutes have been furnished to each Commissioner. **Motion Carried.**
- 4. Citizen Comments** – None
- 5. Communications and Announcements** – None
- 6. Financial Update 3rd Quarter – Michele Jones**

Utility Accountant Michele Jones updated the Commission on the financial position of the Utility District for the 3rd Quarter. The Commission has requested that for the Quarterly Summaries it includes a Summary for each project. The Summary should include the award, the actual cost to date and the budget.
- 7. Approval of O&M Bills**
 - a.** Upon a motion by Garnette and seconded by Sullivan, the Commission approved payment of O&M Bills, related to the Utility District, listed under checks #13378 through #13405, totaling \$834,158.42. **Motion Carried.**
 - b.** Upon a motion by Sullivan and seconded by Wishau, the Commission approved payment of O&M Bills related to the Storm Water District totaling \$49,712.29. **Motion Carried.**
- 8. Project Updates**
 - a. Caddy Vista Improvements / Lift Station**

Opened bids for Jellystone Breakout. Received favorable prices. Award at District this evening. Will go to the Village Board on November 19th.
Remainder of Plan Set for Sanitary Sewer relay at approximately 85%. Since last Commission meeting, a staff meeting was held to discuss details for the lift station replacement. Have quote for direct purchase of lift station on agenda this evening.

b. Jellystone Expansion

Have had multiple meeting with Jellystone on meter sizing, meter types, fire flow and fire pressures etc. Jellystone had been attempting to design the site and calculating a meter size so that they did not need to install a pressure booster (fire flows only) on the site. Have had multiple issues with the types of meters they have proposed. Jellystone was going to submit a request for what they wanted to use moving forward and a joint meeting with the Board and District would then be held to make a decision. Within the last day Jellystone has informed the District that they will use a 6” compound meter and will install a pressure booster for fire flow.

c. Caddy Lane Watermain Relay

Restoration crews have been out to correct issues.

d. Riverbend Drive Lift Station Safety Site

Recommendation on agenda for this evening.

e. Lighthouse Drive Lift Station Upgrade Site

Johnson’s have now informed the District that they would like to look at a different location. They also would like to have the District look at a partial bury building for the site.

f. Ivy Lane Watermain Relay / West Johnson Sewer Rehabilitation

Restoration complete and addressing punch list items as they come up.

g. STH 32 Utility Improvements Advance Utility Work

Project completed minus portion of project to be performed by State Contract due to wetland disturbance.

h. Wind Point Sanitary Rehabilitation

Contract awarded. Visu-Sewer looking to start in January.

i. TID #3 Watermain Project

Contracts awarded. Pre Construction meeting held on November 5th.

j. Highway V Watermain – Restoration / Sink Hole Complaint

Have contracted with G & F Excavating to do the work. Have a permit application in to Racine County and awaiting approval.

k. Letter from Racine Wastewater Utility

Due to the rainfalls from early in October the Village received a letter from Racine Wastewater for exceeding 80% of the Peak Hourly Flow at the 4 ½ Mile Road connection. Since that time we have sent a response to Racine Wastewater listing the improvements in the Wind Point area that we are performing to reduce I & I.

l. Racine Water Connection Fee Update Report – REC Fee

At the Racine Water Commission meeting a copy of the Water Connection Fee Update was obtained. This document outlines the reduction of the REC fee within the Retail Area of the water system.

m. Operator / Operator Apprentice Position

Sent offer letter to candidate. Candidate has submitted a counter offer. Have discussed offer with Human Resources.

n. Hoods Creek – Aldebaran Brushing Project

Project will commence as weather permits.

o. Tanglewood Avenue Storm Sewer Replacement Project

Project is in Design. Obtaining necessary permits. To be bid out together with Wind Point West Subdivision Project.

p. Wind Point West Subdivision Project

Project is in Design. Obtaining necessary permits. To be bid out together with Tanglewood Avenue Storm Sewer Replacement Project.

q. Ivy Lane Storm Water Improvement Project

Restoration of the project was completed and the contractor is addressing punch list items as they come up.

r. GIS Updates

Had Foth do a small section of the Village for road culverts and had them added to the GIS System.

s. Jolson Street – Franksville Area Drainage

Discussed Project with Mount Pleasant. They are interested due to several complaints. Setting meeting date to discuss further.

t. Alcyn Drive – Drainage Complaint

Working on Storm Sewer Extension per owner's request.

u. Foth – Update on Hourly Rates

Received an updated rate list from Foth for 2019. Minimal increases for all categories.

9. Action Items

a. 3136 Elderberry Road – Rasmussen – Sewer Backup

On October 5th to October 6th the area experienced 2.4" of rainfall. This was on top of the rain that fell the prior week that had already saturated the ground. Due to the rain we received 2 calls on Saturday for backed up sanitary sewer at 3124 & 3136 Elderberry Road. In addition to the Saturday calls, an additional call was received on Wednesday about a backup on Saturday at 3111 Elderberry Road.

The owner that called on Wednesday has also indicated that there may have been a backup at 3117 Elderberry Road. No call was ever received from 3117. All 3 properties that had contacted the Village have had the information forwarded to the Village's Insurance Company.

On October 10th we had the segments of sanitary sewer that were involved and downstream televised to see if there were any obstructions. According to the video the pipe segments were good and free of obstruction.

Discussion was held on process and initial information received from the Insurance Company.

Upon a motion by Minto and seconded by Brigman, the Utility Director is to forward information from the Insurance Carrier to the Owner, when final determination is received. **Motion Carried.**

b. Award Contract for Caddy Vista Sanitary Sewer and Water Main Extensions Project

The Utility District opened bids for the project on October 18th. 5 bids were received for the project. The lowest responsible bidder for the project was Globe Contractors Inc. with a bid of \$398,480. The Engineer's Estimate for the project was \$406,205.00.

Upon a motion by Garnette and seconded by Brigman, the Utility District moved to award the Caddy Vista Sanitary Sewer and Water Main Extensions Project to Globe Contractors Inc. for the total bid amount of \$398,480.00. **Motion Carried.**

c. River Bend Lift Station Safety Site Recommendation

Andrew Schultz of Foth was present and discussed the 2 alternatives for the project. Bunkelman stated that due to an already heavy 2019 CIP the Utility District should look at moving this project to at least 2020. There was also discussion on performing the project as the same time as the Highway 38 Bridge because the roads may be closed. Need to confirm if North Green Bay Road will be used as a detour and when the Highway 38 Bridge is being replaced. Will also need to prepare estimates for the construction year of the project.

Upon a motion by Wishau and seconded by Garnette, the Utility District moved to layover this item until we have detour route information, if the project can be done at the same time as the Highway 38 Bridge over the Root River, and updated costs for construction year dollars. **Motion Carried.**

d. Highway 32 Advanced Utility Work Project – Change Order #1

Reesman's Excavating & Grading Inc. has submitted a Change Order for the Highway 32 Project. This change order was for restraining the watermain at De Rangos, Relaying the Prince of Peace Fire Protection Lateral, Replacing the

sanitary lateral at De Rangos, additional culvert replacements on 6 Mile Road and traffic control for the various areas.

Upon a motion by Garnette and seconded by Sullivan, the Utility District moved to approve Change Order #1 for the Highway 32 Advanced Utility Work Project. **Motion Carried.**

e. Authorization for Owner Direct Purchase for Caddy Vista Lift Station

The Caddy Vista Lift Station replacement has been designed and a quote has been obtained in working with Usemco for the station. The lead time for receiving the station is 20 weeks. Due to a long lead time staff would like to have it ordered so that the Utility District can replace the station to meet the desires of Jellystone Park. In discussion with Usemco they recently changed their payment plan for stations that are greater than \$300,000.00. The designed station is \$322,768.00. Usemco is willing to honor the former payment plan of full payment upon successful startup.

Upon a motion by Garnette and seconded by Wishau, the Utility District moved to authorize the direct purchase of the lift station with Usemco with the condition of paying the full amount upon successful startup. **Motion Carried.**

f. Authorization of Signatures for Development Agreement – Creekview Estates

Upon a motion by Minto and seconded by Wishau, the Utility District moved to authorize the President & Secretary of the Caledonia Utility District to execute the Development Agreement for Creekview Estates. **Motion Carried.**

g. Authorization of Signatures for Stormwater Easement Agreement – Creekview Estates

Upon a motion by Sullivan and seconded by Minto, the Utility District moved to authorize the President & Secretary of the Caledonia Utility District to execute the Stormwater Easement Agreement for Creekview Estates. **Motion Carried.**

h. Authorization of Signatures for Stormwater Easement Agreement – Cascade Ridge

Upon a motion by Minto and seconded by Wishau, the Utility District moved to authorize the President & Secretary of the Caledonia Utility District to execute the Stormwater Easement Agreement for Creekview Estates. **Motion Carried.**

i. Authorization of Signatures for Temporary Construction Easement – Hurtienne

This item does not require a signature by the Utility District and was placed on the Utility District agenda in error.

j. Authorization of Signatures for Temporary Construction Easement – Miller 2014 Trust

This item does not require a signature by the Utility District and was placed on the Utility District agenda in error.

k. Authorization of Signatures for Temporary Construction Easement – DEMF Transition Trust

This item does not require a signature by the Utility District and was placed on the Utility District agenda in error.

l. Authorization of Signatures for Temporary Construction Easement – JPeter Group Inc.

This item does not require a signature by the Utility District and was placed on the Utility District agenda in error.

m. Authorization of Signatures for Temporary Construction Easement – St. Martin Trust

This item does not require a signature by the Utility District and was placed on the Utility District agenda in error.

n. Authorization of Signatures for Temporary Construction Easement – Stanford

This item does not require a signature by the Utility District and was placed on the Utility District agenda in error.

10. Adjournment

Upon a motion by Minto and seconded by Garnette, the Commission moved to adjourn the regular meeting at 7:28 pm. **Motion Carried.**

Respectively submitted,

Anthony A. Bunkelman P.E. Utility Director