

**Village of Caledonia Utility District Meeting  
March 13, 2019**

**1. Meeting Called to Order** – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, March 13, 2019, 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 Nicholas Sullivan, Michael Pirk, Tony Minto, Mark Brigman and Trustee Lee Wishau. Also present were Utility Manager Robert Lui and Utility Director Anthony Bunkelman.

**3. Approval of Minutes**

- a. Upon a motion by Garnette and seconded by Pirk, the Commission approved the minutes from the Utility District’s previous regular meeting held February 6, 2019. A copy of these minutes have been furnished to each Commissioner.  
**Motion Carried.**

**4. Citizen Comments** – None

**5. 4<sup>th</sup> Quarter Statements – Year End – Michele Jones**

Utility Accountant Michele Jones updated the Commission on the financial position of the Utility District for the 4<sup>th</sup> Quarter and Year End. Included in the report was a draft of the Construction in Progress for each of the Utility District’s current contracts.

**6. Communications and Announcements**

Bunkelman informed the District that the Capital Improvement Plan is being revised due to projects necessary from TID #5. It is anticipated that a presentation will be given to the District when completed. Tentatively April.

**7. Approval of O&M Bills**

- a. Upon a motion by Brigman and seconded by Sullivan, the Commission approved payment of O&M Bills, related to the Utility District, listed under checks #14028 through #14072, totaling \$454,945.22. **Motion Carried.**
- b. Upon a motion by Sullivan and seconded by Minto, the Commission approved payment of O&M Bills related to the Storm Water District, listed under checks #5360 through #5363 totaling \$39,290.46. **Motion Carried.**

**8. Project Updates**

**a. Caddy Vista Improvements / Lift Station**

(Jellystone Portion) Sanitary Sewer and Watermain completed. Restoration items remain. Will restore in Spring. Bid Opening held February 21<sup>st</sup>. Super Excavators was the apparent low bidder. Will be going to the Village Board on

March 18<sup>th</sup>. Recommendation this evening for awarding contract to Super Excavators.

Discussion was also had in regard to the amount of pavement that is being replaced / attempting to be saved. It may have been cheaper to remove all of the pavement and repave the road. On future projects a discussion should be had with the Public Works Director to cost share the pavement restoration when it is extensive.

**b. Riverbend Drive Lift Station Safety Site**

Working on project alternatives to 30% plans.

**c. Lighthouse Drive Lift Station Upgrade Site**

Meeting held between Owners Representative and Utility District Representatives for location of building. Building going in the same location.

**d. STH 32 Utility Improvements Advance Utility Work**

Project to be done in Stages. Sanitary Work is in Stage 2. Stage 2 projected to be between August and November.

**e. Wind Point Sanitary Rehabilitation**

Sanitary Lining portion of the project is nearly complete (area by Johnson's remains). Manhole rehabs, manhole grouting and lateral grouting remain (Test & Seal Segments). Approximately 36% complete.

**f. TID #3 Watermain Project**

Restoration items remain. Will restore in Spring.

**g. Highway V Watermain – Restoration / Sink Hole Complaint**

Have contracted with G & F Excavating to do the work. Received permit from Racine County March 1, 2019.

**h. South Lane Sanitary Sewer Televising Results**

Due to some recent lateral repairs, 6 segments of Sanitary Sewer on South Lane were televised. Based on the results there will need to be a Sanitary Relay project performed.

**i. Hoods Creek – Aldebaran Brushing Project**

Project will commence as weather permits.

**j. Tanglewood Avenue Storm Sewer Replacement Project**

Plans were reviewed and comments sent to designer. Will review revised plans and proceed with bidding out. Tentative bid date April 18<sup>th</sup>.

**k. Wind Point West Subdivision Project**

Plans were reviewed and comments sent to designer. Will review revised plans and proceed with bidding out. Tentative bid date April 18<sup>th</sup>.

**l. GIS Updates**

Working on gathering files to be Hyperlinked. In addition the DNR has changed the System Map Requirements and currently working on updating maps to new requirements.

**m. Jolson Street – Franksville Area Drainage**

Mt Pleasant working on obtaining permission from Mt Pleasant residents for work. They will also be snaking lines for possible alignments.

**n. Alcyn Drive – Drainage Complaint**

Working on Storm Sewer Extension per owner’s request.

**9. Action Items**

**a. St. Rita’s School 8<sup>th</sup> Grade Class Ditch Clean Up Project**

Bunkelman explained that this is a great project for the Students and for the Utility District. The St. Rita’s School would like to perform their project on May 11<sup>th</sup> with May 18<sup>th</sup> as a rain date. The School provided an Insurance Certificate.

Two students from St. Rita’s, Alice and Michaela gave a short speech to the District about their School, Class and the Project.

Upon a motion by Sullivan and seconded by Brigman, the Utility District moved to approve the St. Rita’s School 8<sup>th</sup> Grade Class to perform a Ditch Cleaning Project for 2019 prior to the first grass cutting of the drainage ways subject to the review of the Insurance Certificate and authorizing signatures on the contract to make the Insurance Certificate valid. **Motion Carried.**

Upon a motion by Garnette and seconded by Pirk, the Utility District moved to authorize the President & Secretary of the Caledonia Utility District to execute a contract between St. Rita’s School and the Village to make the Insurance Certificate valid. **Motion Carried.**

**b. Auburn Hills Phase III – Construction Plan Approval**

The Storm Water Management Plan, Site Grading & Drainage Plan and Utility Plan (Construction Plans) have been reviewed by the Utility Director and the Utility District Consultant and are ready for approval per the conditions in the Utility Director’s March 5<sup>th</sup> memo.

Upon a motion by Pirk and seconded by Brigman, the Utility District moved to approve the Storm Water Management Plan and Construction Plan for Auburn Hills Phase III subject to the Utility Director’s March 5<sup>th</sup> memo. **Motion Carried.**

**c. Prairie Pathways Phase III – Construction Plan Approval**

The Storm Water Management Plan and Engineering Improvements Plans (Construction Plan) have been reviewed by the Utility Director and the Utility District Consultant and are ready for approval per the conditions in the Utility Director's March 5<sup>th</sup> memo.

Upon a motion by Minto and seconded by Sullivan, the Utility District moved to approve the Storm Water Management Plan and Engineering Improvement Plan for Prairie Pathways (Phase III) subject to the Utility Director's March 5<sup>th</sup> memo. **Motion Carried.**

**d. Ross Landcare – Storm Water Management Plan – Conditional Approval**

The Storm Water Management Plan for Ross Landcare has been reviewed by the Utility Director and is recommended to be conditionally approved subject to addressing comments from the Utility Director's February 6<sup>th</sup> 2019 review letter and base conditions.

Upon a motion by Minto and seconded by Sullivan, the Utility District moved to conditionally approve the Ross Landcare Storm Water Management Plan subject to the conditions in the Utility Director's March 4<sup>th</sup> memo. **Motion Carried.**

**e. Ross Landcare – Site Grading & Drainage Plan – Conditional Approval**

The Site Grading & Drainage Plan for Ross Landcare has been reviewed by the Utility Director and is recommended to be conditionally approved subject to addressing comments from the Utility Director's February 6<sup>th</sup> 2019 review letter and base conditions.

Upon a motion by Minto and seconded by Brigman, the Utility District moved to conditionally approve the Ross Landcare Site Grading & Drainage Plan subject to the conditions in the Utility Director's March 4<sup>th</sup> memo. **Motion Carried.**

**f. Award Contract for Caddy Vista Sanitary Sewer Improvements & Lift Station Replacement**

The Utility District held a bid opening for the Caddy Vista Sanitary Sewer Improvements & Lift Station Replacement on February 21<sup>st</sup>. Super Excavators Inc. was the lowest responsible bidder at \$3,957,995.00.

Upon a motion by Brigman and seconded by Minto, the Utility District moved to authorize the Caledonia Utility District to issue the Notice of Award to Super Excavators Inc. for the Caddy Vista Sanitary Sewer Improvements & Lift Station Replacement in the amount of \$3,957,995.00 and to authorize the President and Secretary to execute any contract documents as necessary. **Motion Carried.**

**g. Authorization of Signatures – Permanent Sanitary Sewer Easement – Merkl 10012 Duane Court**

Upon a motion by Minto and seconded by Sullivan, the Utility District moved to authorize the President and Secretary to execute the Easement Agreement with Ryan Merkl 10012 Duane Court for the Caddy Vista West Sanitary Sewer Basin Project. **Motion Carried.**

**h. Authorization of Signatures – Permanent Easement – Daines 13010 4 Mile Road**

Upon a motion by Minto and seconded by Wishau, the Utility District moved to authorize the President and Secretary to execute the Easement Agreement with Darlene Daines of 13010 4 Mile Road. **Motion Carried.**

**i. Amendment #1 for Engineering Consulting Services – Illicit Discharge Detection & Elimination – Strand Associates Inc.**

Upon a motion by Sullivan and seconded by Minto, the Utility District moved to approve Professional Engineering Services Contract Amendment No. 1 with Strand & Associates for Illicit Discharge monitoring for an additional 3 years with the not to exceed amount of \$33,000, up to an additional \$3,000 of laboratory fees and authorize the President and Secretary of the Caledonia Utility District to execute Contract Amendment No. 1. **Motion Carried.**

**j. Authorization of Signatures – Storm Water Easement – DR Investments**

Upon a motion by Minto and seconded by Sullivan, the Utility District moved to authorize the President and Secretary to execute the Storm Water Easement Agreement with DR Investments for IN Auto Inc. located on the West side of the East Frontage Road over the Storm Water Facilities. **Motion Carried.**

**k. Authorization of Signatures – Deposit Agreement – DR Investments**

Upon a motion by Minto and seconded by Brigman, the Utility District moved to authorize the President and Secretary to execute the Deposit Agreement with DR Investments for IN Auto Inc. located on the West side of the East Frontage Road over the Storm Water Facilities. **Motion Carried.**

**l. Middle Road Sanitary Sewer – Buck Property**

Ms. Nancy Buck is in the process of selling her property and home on Middle Road. The home currently has an onsite sewerage system. The onsite sewerage system was tested and has failed. The only acceptable option for the home is to be connected to the Municipal System. The Utility District consultant has prepared 2 alternatives for serving the property with Sanitary Sewer. Option 1 – South from Stephan Road – Estimated cost with Engineering & bidding \$220,000. Option 2 – North from Wild Rose Way – Estimated cost with Engineering & bidding \$163,000.

John Bjelajac was contacted to see if it would be possible to utilize one of the Utility District's existing contracts for the project and perform a change order. John is okay with using a change order as long as the percentage change in the contract by change order is below the State threshold. John is checking into the

percentage. Either 10% or 15%. The project would be recommended for Special Assessment to the 3 properties that are owned by Ms. Buck. It is recommended that the entire project be special assessed because the 3 properties owned by Ms. Buck would now be benefitted. It was also discovered that the property has a water assessment from the Crestview Water Utility. The water assessment will be determined and forwarded to Ms. Buck in the near future. The assessment is due to the Utility District upon connection to the water main.

Upon a motion by Garnette and seconded by Sullivan, the Utility District recommended Option 2 for providing Sanitary Sewer service to the property and that the entire cost of the project be Special Assessed to the Owner. **Motion Carried.**

**m. Central Storage & Warehouse Discussion**

Utility Director Bunkelman presented the timeline on what transpired with the Fire Suppression System and Water Demand for Central Storage & Warehouse.

**n. Highway K Sanitary Sewer Connections – Discussion**

Utility Director Bunkelman explained that there are 4 properties along Highway K that have yet to connect to the Sanitary Sewer. 3 of the homes have been sent reminder letters. The next step for those 3 are is a Circuit Court decision. Prior to starting that process it is recommended that a joint meeting between the Board and the Utility occurs to ensure everyone is on the same page. A reminder letter will be sent to the other property owner.

**10. Adjournment**

Upon a motion by Minto and seconded by Brigman, the Commission moved to adjourn the regular meeting at 8:07 pm. **Motion Carried.**

Respectively submitted,  
Anthony A. Bunkelman P.E. Utility Director