

**Village of Caledonia Utility District Meeting  
May 8, 2019**

**1. Meeting Called to Order** – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, May 8, 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, Commissioners Nicholas Sullivan, Michael Pirk, Mark Brigman, Dave Ruffalo, and Trustee Lee Wishau. Tony Minto arrived at 6:01pm. Also present were Trustee Fran Martin, Brian Della of PMA Securities, Ken Herdeman Ehlers Investment Partners, Capitol Finance Officer Dave Wagner, Utility District Accountant Michele Jones, Utility Manager Robert Lui, and Utility Director Anthony Bunkelman.

**3. Election of Officers**

Upon a motion by Brigman and seconded by Trustee Wishau, the Commission moved to nominate Howard Stacey as the Utility District President. **Motion Carried.**

Upon a motion by Brigman and seconded by Minto, the Commission moved to nominate Michael Pirk as the Utility District Secretary. **Motion Carried.**

**4. Approval of Minutes**

**a.** Upon a motion by Minto and seconded by Brigman, the Commission approved the minutes from the Utility District's previous regular meeting held April 3, 2019. A copy of these minutes have been furnished to each Commissioner. **Motion Carried.**

**5. Citizen Comments** – None

**6. Financial Presentation for Capital Improvement Plan – Dave Wagner & Brian Della**

Ken Herdeman of Ehlers Investment Partners gave an explanation of the Investments of the Utility District. He also gave an explanation of the Utility Districts portfolio and market trends. Herdeman recommended that the Village review its Investment Policy at a minimum every 3 years.

Brian Della of PMA and Dave Wagner gave an explanation of the Sewer & Water Utilities Revenues and Expenses along with Revenue available for debt service. There was also a listing of all of the current debt service that the Utility has. Based on the current 2019 – 2025 CIP for the Sewer & Water Utilities, projected borrowings were put together. This was a first draft and it was understood that there will be numbers that need to be entered in the CIP for the potential Wastewater Treatment Plant upgrade and the Foxconn Interceptor. Also based on the projected borrowings the projected sewer rate increases were also calculated.

Brian Della and Dave Wagner left the meeting at 7:30p.m.  
Trustee Fran Martin left the meeting at 7:33p.m.

**7. 1<sup>st</sup> Quarter Financial Report – Michele Jones**

Michele Jones was present and gave the Commission an update on the 1<sup>st</sup> quarter. She went over the balance sheet, Sewer Income, Sewer Expenses, Water Income and Water Expenses.

Michele Jones left the meeting at 7:50p.m.

**8. Communications and Announcements**

It was requested that the June Meeting of the Commission be changed to June 12.

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

a. Upon a motion by Sullivan and seconded by Minto, the Commission approved payment of O&M Bills, related to the Utility District, listed under checks #14094 through #14143, totaling \$3,174,177.96 **Motion Carried.**

b. Upon a motion by Brigman and seconded by Sullivan, the Commission approved payment of O&M Bills related to the Storm Water District, listed under checks #5368 through #5371 totaling \$37,283.45. **Motion Carried.**

**10. Project Updates**

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

(Jellystone Portion) Sanitary Sewer and Watermain completed. Restoration items remain. Will restore in Spring. (Lift Station) Preconstruction held April 4<sup>th</sup>. Aware of issues with Generator and Automatic Transfer Switch. Long lead times. Went to USEMCO on April 24 to inspect the lift station construction/assembly. Noted a couple of items to have changed. Fairbank Morse pumps for station had been delivered to USEMCO on April 24.

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

Working on project alternatives to 30% plans.

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

Agreements updated and ready to send to Owner for signature.

**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 45% 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. Working on scheduling.

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

Cost estimate received and incorporated into the CIP for 2020.

**i. DeBack Industrial Park Phase 3 Improvements**

Sanitary and water mains completed. Restoration ongoing. Public Hearing for Special Assessments held on May 6. Change Order for Dry Hydrant to be processed.

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

Project will commence as weather permits.

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

Final Plan review needs to be done. Next step is to bid out.

**l. Wind Point West Subdivision Project**

Final Plat review needs to be done. Working through permitting issue with discharge storm sewer. Working to resolve permit issue.

**m. 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.

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

Mount Pleasant located tile. Caledonia surveyed and is working through 1 alternative layout for 18” tile per owner request. Discussed with DNR and new alternative will need permit. Work per DNR cannot proceed before May 15 (fish spawning). Getting quote from contractor.

**o. Alcyn Drive – Drainage Complaint**

Working on Storm Sewer Extension per owner’s request.

**11. Action Items**

**a. Authorization of Signatures for Development Agreement – Prairie Pathways Phase 3**

Upon a motion by Minto and seconded by Sullivan, the Utility District moved to authorize the President and Secretary of the Caledonia Utility District to execute the Development Agreement for Prairie Pathways Phase 3. **Motion Carried.**

**b. Authorization of Signatures for Infrastructure Agreement – Payne & Dolan Inc.**

Upon a motion by Brigman and seconded by Pirk, the Utility District moved to authorize the President and Secretary of the Caledonia Utility District to execute the Infrastructure Agreement for the Payne & Dolan Racine Quarry Expansion Project. **Motion Carried.**

**c. Sanitary Sewer Connection – 12908 Northwestern Avenue – Anthony Platt**

Upon a motion by Wishau and seconded by Pirk, the Utility District moved to take this item out of order. **Motion Carried.**

President Stacey started the item with a brief summary of the history of this item. Anthony Platt was at the meeting and contested that he was not required to connect. Platt disputes the survey that was performed by the previous owner's surveyor. He specifically disputes the distance from the home to the Right of Way line. This is the same survey that was used for the concept plan for a potential CSM in 2016. Bunkelman informed the Commission that he had several conversations with Platt prior to him purchasing the home and informed him of the concept CSM by the previous owner to avoid connecting to the sewer. Platt was given the recommendation to pursue a CSM, similar to the previous owner, to make the home greater than 500' from the Right of Way. Platt requested that he receive a letter from the Utility District for his bank and financing.

Upon a motion by Minto and seconded by Sullivan, the Utility District moved to lay this over to next month pending progress on moving forward on a CSM. **Motion Carried.**

**d. Change Order #1 – Wind Point Sewer Rehabilitation Project**

Upon a motion by Sullivan and seconded by Minto, the Utility District moved to approve Change Order #1 for the Wind Point Sewer Rehabilitation Project in the amount of \$11,128.68. **Motion Carried.**

**e. Change Order #1 – DeBack Industrial Park Phase 3 Improvements**

Upon a motion by Brigman and seconded by Sullivan, the Utility District moved to approve Change Order #1 for the Rebid of DeBack Industrial Park Phase 3 Improvements in the amount of \$31,676.00. **Motion Carried.**

**12. Adjournment**

Upon a motion by Brigman and seconded by Sullivan, the Commission moved to adjourn the regular meeting at 8:45 pm. **Motion Carried.**

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