

**Village of Caledonia Utility District Meeting
September 4, 2019**

- 1. Meeting Called to Order** – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, September 4, 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. Commissioners Dave Ruffalo and Tony Minto arrived at 6:02 pm. Trustee Lee Wishau was excused. Also present were Utility Accountant Michele Jones, Finance Director Kathy Kasper, Utility Manager Robert Lui, and Utility Director Anthony Bunkelman.
- 3. Approval of Minutes**
 - a.** Upon a motion by Sullivan and seconded by Brigman, the Commission approved the minutes from the Utility District’s previous regular meeting held August 7, 2019. A copy of these minutes have been furnished to each Commissioner. **Motion Carried.**
- 4. Citizen Comments** – None
- 5. Audit Presentation – Clifton Larson Allen**

Jordan Boehm of Clifton Larson Allen attended the meeting and gave a presentation to the Commissioners about the Audit. The Audit has been given an Unmodified Opinion from CLA which is the highest assurance for an audit. There were no significant adjustments made. The minor adjustments total \$46,552. The adjustments were for employee pensions and post-employment benefits.
- 6. 2nd Quarter Financial Report – Michele Jones**

Michele Jones was present and gave the Commission an update on the 2nd quarter. She went over the balance sheet, Sewer Income, Sewer Expenses, Water Income and Water Expenses.
- 7. Communications and Announcements**
 - a. Racine Water Utility Agenda & Minutes**

The Commission looked over the July 30th Minutes and the August 27th Agenda for the Racine Water Utility.
 - b. Racine Wastewater Utility Agenda & Minutes**

The Commission looked over the July 30th Minutes and the August 27th Agenda for the Racine Wastewater Utility.
- 8. Approval of O&M Bills**
 - a.** Upon a motion by Sullivan and seconded by Brigman, the Commission approved payment of O&M Bills, related to the Sewer & Water Utility

Districts, listed under checks #14233 through #14266, totaling \$197,985.41.
Motion Carried.

- b. Upon a motion by Sullivan and seconded by Brigman, the Commission approved payment of O&M Bills related to the Storm Water District, listed under checks #5389 through #5398 totaling \$47,935.04. **Motion Carried.**

9. Project Updates

a. 2020 Draft Budgets (Sanitary, Water, Storm)

The draft budgets for Sanitary, Water & Storm were shared with the Commission. Each line item was discussed as necessary. Commissioners will be informed when the budget hearings with the Village Board will occur.

b. Construction Contract Status

The current contract statuses were shared with the Commissioners.

c. Caddy Vista Improvements / Lift Station

(Jellystone Portion) Sanitary Sewer and Watermain completed. Restoration items remain. (Lift Station & Sewer) Generator training and startup scheduled for September 12th. Hogan Electric has to wire the louver controls, to be done shortly. Currently processing a change order for conduit runs. Testing and Start up for the Lift Station to be after. All asbestos was remediated last week. Sanitary Sewer is done on Caddy Lane. Watermain is installed on Root River Drive. Pressure test passed, working on safe samples. Once safe samples are obtained main will be connected and water laterals will begin. Sanitary Sewer on Root River will continue after water laterals start. VisuSewer has begun the lining portion of the project. There is approximately 4 to 6 weeks of lining and grouting. They are approximately 1 week into lining as of August 28th.

d. Riverbend Drive Lift Station Safety Site

Foth moving forward with Option 2a using existing 3 large pumps and replacing 2 small pumps with 1 pump.

e. Lighthouse Drive Lift Station Upgrade Site

Easement recorded at the Courthouse prior to the sale of the property. Began engineering for station upgrades. Received quote from LW Allen on replacement pumps. Want to order pumps with direct purchase. Met with Starnet to discuss controls and generators. Want to order generator and controls due to longer lead times with direct purchase. Received quote from Ultrasonic Thickness Testing for can. Testing to be performed the week of September 22nd.

f. Wind Point Sanitary Rehabilitation

Sanitary Lining portion of the project is nearly complete. Manhole rehabs, manhole grouting and lateral grouting remain (Test & Seal Segments). Approximately 90% to 95% complete.

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

Attorney Bjelajac has supplied a draft of language distinguishing 4 Mile Road improvements as unique. Draft language under review with Administrator.

j. Northwestern Avenue Sanitary Sewer Repair

Reesman's repaired sanitary sewer week of August 12th, Gas Company installed gas main week of August 19th. Curb was poured around August 22nd. Asphalt patch to be installed August 28th.

k. Hoods Creek – Aldebaran Brushing Project

Project will commence as weather permits.

l. Tanglewood Avenue Storm Sewer Replacement Project

Waiting for Permit for Wind Point West. Next step is to bid out.

m. Wind Point West Subdivision Project

Working through permitting issue with discharge storm sewer. Should have shortly. Will need to obtain additional easements over existing storm sewer.

n. 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.

o. Jolson Street – Franksville Area Drainage

Installation of 18" tile reroute from the Jolson Street area started on August 29th. Sink hole was repaired in Prairie Pathways. Water on Prairie Pathways has now drained. Areas to West have shown that water is receding.

p. Alcyn Drive – Drainage Complaint

Working on Storm Sewer Extension per owner's request.

10. Action Items

a. Authorization of Signatures – Development Agreement & Storm Water Management Maintenance Agreement – Auburn Hills 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 and the Storm Water Management Maintenance Agreement for Auburn Hills Phase 3. **Motion Carried.**

b. Authorization for Owner Direct Purchase – LW Allen, Fairbanks Morse pumps and valves – Lighthouse Drive Lift Station

Upon a motion by Brigman and seconded by Minto, the Utility District moved to authorize Owner Direct Purchase with LW Allen for Fairbanks Morse pumps and valves for the Lighthouse Drive Lift Station. **Motion Carried (5-1 Ruffalo opposed).**

c. Authorization for Owner Direct Purchase – Starnet Technologies, Lift Station Controls and Generator – Lighthouse Drive Lift Station

Upon a motion by Brigman and seconded by Minto, the Utility District moved to authorize Owner Direct Purchase with Starnet Technologies for Lift Station Controls and a Generator. **Motion Carried (5-1 Ruffalo opposed).**

d. Recommendation for Sewer Rate Increase – 4th Quarter 2019

At the August meeting the Utility District recommended a \$5.00 increase to the Sewer Rate. At the Racine Wastewater meeting it was announced that Wastewater Treatment charges will be going down approximately 5% to 6%. With this information the Sewer Rate increase was relooked at. It was determined that a \$3.00 increase will be sufficient.

Upon a motion by Sullivan and seconded by Pirk, the Utility District moved to recommend that the Village Board adopt a Resolution to raise the Sewer rate \$3.00 (2.4%) starting the 4th Quarter of 2019. **Motion Carried.**

11. Adjournment

Upon a motion by Brigman and seconded by Minto, the Commission moved to adjourn the regular meeting at 7:46 pm. **Motion Carried.**

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