

**Village of Caledonia Utility District Meeting
February 5, 2020**

1. Meeting Called to Order – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, February 5, 2020, 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 Michael Pirk, Dave Ruffalo, Tony Minto, Mark Brigman, Nicholas Sullivan and Trustee Lee Wishau. Also present were Utility District Attorney John Bjelajac, Utility Manager Robert Lui, and Utility Director Anthony Bunkelman.

3. Approval of Minutes

a. Upon a motion by Minto and seconded by Sullivan, the Commission approved the minutes from the Utility District’s previous regular meeting held January 15, 2020. A copy of these minutes have been furnished to each Commissioner.

Motion Carried.

4. Citizen Comments – None

5. Communications and Announcements

a. Racine Water Utility Agenda & Minutes

The Commission looked over the December 17th Minutes and the January 21st Agenda for the Racine Water Utility.

b. Racine Wastewater Utility Agenda & Minutes

The Commission looked over the December 17th Minutes, and the January 21st Agenda for the Racine Wastewater Utility.

c. Operator / Operator Apprentice Position

Interviews were held on January 21st. Ryan Veselik was selected as the candidate to hire for the position and he will start on February 17th.

6. Approval of O&M Bills

a. Upon a motion by Minto and seconded by Sullivan, the Commission approved payment of O&M Bills, related to the Sewer & Water Utility Districts totaling \$164,131.23. **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 \$6,751.14. **Motion Carried.**

7. Project Updates

a. **Construction Contract Status**

The current contract statuses were shared with the Commissioners.

b. Caddy Vista Improvements / Lift Station

Pump 1 replaced on January 22nd. Pump 2 taken to Madison to have the mechanical seals replaced. Pump 2 reinstalled on January 30th. Air Relief Valve replaced on January 20th. Will be scheduling testing of system. Super Excavators will begin demo after pumps are reinstalled.

c. Riverbend Drive Lift Station Safety Site

Design of project will commence around Fall of 2020.

d. Lighthouse Drive Lift Station Upgrade Site

Wind Point has determined that they do not need to have formal approval on the architecture and a permit will be issued for the betterment of the community. Bid Opening scheduled for February 27th and a mandatory bidders meeting is scheduled for February 19th.

e. Wind Point Sanitary Rehabilitation

Project nearing completion.

f. South Lane Sanitary Sewer

Design of project underway. Discussed Vortex unit for project, not viable due to not having enough flow from the forcemain. Reviewing fiberglass manholes. Bid Opening scheduled for March 26th.

g. DeBack Industrial Park Phase 3 Improvements

Finalizing Report. Reviewing the initial proposed costs vs. the actual costs to ensure the best possible cost for the benefitted properties. Once completed will be forwarding to the Owners and scheduling a meeting with the Village Board.

h. Hoods Creek – Aldebaran Brushing Project

Multiple calls into Great Lakes Tree Service to get them out during the cold weather.

i. Tanglewood Avenue Storm Sewer Replacement Project

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

j. Wind Point West Subdivision Project

Attorney is drafting easement documents. Scheduling meetings with owners to obtain easements.

k. GIS Updates

GIS geodatabase being updated. Will review when received.

l. Jolson Street – Franksville Area Drainage

Coordinate 24” Tile Relay.

m. Alcyn Drive – Drainage Complaint

Pulled information for storm sewer design. Storm Design completed and updating the AutoCAD drawings. Will be performing a QA/QC with the gas main to see if there are conflicts. Once completed will be finalizing drawings and will share with owners.

n. Douglas Avenue – OMG Ditch Project

Survey for the project is completed. Hydraulic Analysis has been provided for review. Will be reviewing.

8. Action Items

a. Water Impact Fee Update / Sewer Connection Fee Update

The Utility District last updated the Water Impact Fee and Sewer Connection Fee in 2009. The studies typically have a useful life of 5 to 10 years. The life of the studies depends on many factors. The Fees are calculated based on the water meter size. The technology of water meters has changed significantly since the studies have been adopted. Some of the meters are no longer available and some meters are not recommended for the system. A list of meters has been obtained from Badger Meter which are available and allowable in the system. The estimate for the completion of the studies is \$12,000 for the sewer connection fee and \$13,600 for the water impact fee.

The Commission discussed performing an RFP for the studies.

Upon a motion by Sullivan and seconded by Wishau, the commission moved to have an RFP prepared and 3 additional proposals be obtained. **Motion Carried.**

9. CLOSED SESSION

The Caledonia Utility District will take up a motion to go into CLOSED SESSION, for the following purpose. Pursuant to s. 19.85(1)(g), Wis. Stat. conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is involved, specifically as it relates to the lawsuit filed by Nancy Buck against the Village of Caledonia and the Caledonia Utility District regarding sanitary sewer service to her property located at 6507 Middle Road.

Motion by Brigman to go into closed session. Seconded by Sullivan.

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|-----------------------------|--------------------------|
| Commissioner Brigman – aye | Commissioner Pirk – aye |
| Commissioner Sullivan – aye | Commissioner Minto – aye |
| Trustee Wishau – aye | President Stacey – aye |
| Commissioner Ruffalo – aye | |

Motion Carried unanimously.

The Caledonia Utility District reserves the right to go back into OPEN SESSION, act on the items discussed during the CLOSED SESSION and to move to the remaining meeting agendas as posted.

Motion by Wishau to reconvene into open session. Seconded by Brigman. **Motion Carried unanimously.**

Motion by Brigman to adopt the motion as drafted by the Utility District Attorney:

Municipal sanitary service, provided by the Village of Caledonia Sanitary Sewer Utility District, is available to the property (the "Property") owned by Ms. Nancy Buck (the "Owner") and located at 6507 Middle Road, Racine, Wisconsin 53402, Parcel No. 104-04-23-17-048-030.

The Property is improved with a single-family residence, and presently has a private sanitary sewer system that has failed to properly function.

The municipal sanitary sewer service available to now serve the Property is the terminus point of the Caledonia municipal sanitary sewer system (the "System") located at the Southwest corner of Stephan Road and Middle Road, and the Property may connect to the System at this location through a long lateral (the "Lateral").

The Owner may connect the Property to the System, through the Lateral:

1. Through a private construction project (the "Project") undertaken by the Owner, at the Owner's own cost and expense;
2. Subject to plan to be prepared by the Owner's contractor, that is retained by the Owner, which is approved by the Caledonia Utility District prior to the Project being undertaken;
3. With the Project then to be undertaken in conformance with the approved plan and the ordinances of the Village of Caledonia.

Once the Property is so connected to the System through the Lateral, the Owner shall, at the Owner's own cost and expense:

1. Connect the single-family residence on the Property to the System, through an extension of the Lateral to the residence; and
2. Abandon the private sanitary sewer facility on the Property that has failed;
3. All in accordance with the ordinances of the Village of Caledonia.

Seconded by Pirk. **Motion Carried 6-1. Minto -No**

10. Adjournment

Upon a motion by Wishau and seconded by Sullivan, the Commission moved to adjourn the regular meeting at 7:52 pm. **Motion Carried.**

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