

**Village of Caledonia Utility District Meeting
March 4, 2020**

1. Meeting Called to Order – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, March 4, 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 6:01 pm.

2. Roll Call – Those present were President Howard Stacey, Commissioners Michael Pirk, Dave Ruffalo, Mark Brigman, Nicholas Sullivan and Trustee Lee Wishau. Commissioner Tony Minto was excused. Also present were Trustee Fran Martin, Utility Manager Robert Lui, and Utility Director Anthony Bunkelman.

3. Approval of Minutes

a. Upon a motion by Sullivan and seconded by Pirk, the Commission approved the minutes from the Utility District’s previous regular meeting held February 5, 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 January 21st Minutes and the February 25th Agenda for the Racine Water Utility.

b. Racine Wastewater Utility Agenda & Minutes

The Commission looked over the January 21st Minutes, and the February 25th Agenda for the Racine Wastewater Utility.

c. Utility District Meeting Change

Trustee Wishau asked if the April Utility District meeting could be moved to April 8th.

d. Lighting @ the Highway V & K Lift Station

Commissioner Ruffalo asked if the Utility District could look into the outdoor lighting at the Lift Station. It is dark around the building and there is potential for vandalism and slip trip falls.

6. 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 totaling \$1,222,486.93. **Motion Carried.**

- b. Upon a motion by Pirk and seconded by Wishau, the Commission approved payment of O&M Bills related to the Storm Water District totaling \$7,692.58. **Motion Carried.**

7. Project Updates

a. Construction Contract Status

The current contract statuses were shared with the Commissioners.

b. Caddy Vista Improvements / Lift Station

Testing of Lift Station continued February 25th. Still issue with Air Release Valve. Will have Air Release Valve cleaned. Working on having LW Allen out to review pump performance. Super Excavators will begin demo soon.

c. Riverbend Drive Lift Station Safety Site

Design of project will commence around Fall of 2020.

d. Lighthouse Drive Lift Station Upgrade Site

Mandatory Bidders meeting held on February 19th. Received Pre-qualifications from 2 Contractors. Bid opening held on February 27th. QSP Utility id low bidder. Recommendation on Agenda this evening.

e. Wind Point Sanitary Rehabilitation

Project completed. Change Orders for an additional mobilization (#6) and for adjusting miscellaneous as-built quantities (#7) on agenda. Also have Final Acceptance and Final Pay Request with Lien Waivers on agenda.

f. South Lane Sanitary Sewer

Finalizing design of relay. Bid Opening scheduled for March 26th.

g. DeBack Industrial Park Phase 3 Improvements

Final Report received. Amended Special Assessment Report will be mailed to residents and a special meeting with the Village Board will be held in March.

h. Hoods Creek – Aldebaran Brushing Project

Great Lakes Tree Service started project on February 21st. Remainder of project completed on February 26th and 27th.

i. Tanglewood Avenue Storm Sewer Replacement Project

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

j. Wind Point West Subdivision Project

Met with 2 of the 4 owners and have tentative agreements with both. Working on scheduling meetings with the remaining 2 owners.

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

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

Hydraulic Analysis has been reviewed. Agree with the findings of the analysis and will be proceeding with design.

8. Action Items

a. Raymond School District 8th Grade Class – Ditch Clean Up Project

Director Bunkelman gave a brief introduction of the project and the benefits that the Utility District receive from the project being performed.

Students from the Raymond School 8th Grade Class (Mallory, Jack, Ella & Ryan) gave a presentation of the benefits that the students receive from performing this project.

Upon a motion by Sullivan and seconded by Brigman the Commission moved to approve the Raymond School District 8th Grade Class to perform a Ditch Cleaning Project for 2020 prior to the first grass cutting of the drainage ways subject to the review of a insurance certificate that is acceptable to the Caledonia Utility District. **Motion Carried.**

b. Lighthouse Drive Lift Station Upgrade – Contract Award

Upon a motion by Brigman and seconded by Pirk, the Commission moved to authorize the Caledonia Utility District to issue the Notice of Award to QSP Utility for the Lighthouse Drive Lift Station Upgrade in the amount of \$191,786.00. **Motion Carried.**

Upon a motion by Brigman and seconded by Pirk, the Commission moved to authorize the Caledonia Utility District President and Secretary to execute any contract documents as necessary. **Motion Carried.**

c. Water Impact Fee / Sewer Connection Fee Update

Director Bunkelman explained why the Caledonia Utility District Commission should reconsider the RFP for the Water Impact Fee and Sewer Connection Fee updates. The reasoning for this is.

Foth has familiarity with the existing Caledonia Utility District Systems (water & sewer). Foth has all the recent and relevant bid prices for the Caledonia Utility District projects. Foth has laid out the Caledonia Utility District’s future projects.

Foth has already prepared cost estimates for most/all the Caledonia Utility District's future infrastructure. Foth charges a reduced rate due to the volume of work they perform.

The costs from Foth are not to exceed costs and billed by time and materials. With time being of the essence with the impending sewer and water rate increases we want to make sure that enough revenue can be captured to fund the Capital Improvement Plan.

Upon a motion by Sullivan and seconded by Wishau, the Commission moved to approve updating the Water Impact Fee Study and the Sewer Connection Fee Study for an estimate cost of \$25,600.00. **Motion Carried.**

d. Risk & Resilience Assessment & Emergency Response Plan – EPA Requirement

Upon a motion by Pirk and seconded by Wishau, the Commission moved to direct the Caledonia Utility District Staff to prepare an RFP for the mandated EPA Risk and Resilience Assessment & Emergency Response Plan. **Motion Carried.**

e. Professional Services for Water Rate Case – Ehlers

Upon a motion by Brigman and seconded by Sullivan, the Commission moved to approve the professional services agreements with Ehlers for review of the Racine Water Rate Case and the review of the Caledonia Water Rate Case Applications. **Motion Carried.**

f. Discussion – Review of Ordinance 9-4-6(b)(1) – sewer connections within 500'

Director Bunkelman shared what information he could find regarding when and why the Village changed the Ordinance for mandatory sewer connections within 500 feet. He shared Ordinance 9-4-6(b)(1), L&L Committee minutes from September 26, 2006, Public Hearing minutes from November 6, 2006, Village Board minutes from November 6, 2006, November 21, 2006, December 5, 2006 and December 19, 2006. The Commission also discussed the Platt property on Northwestern Avenue and the recommendations that were made by the Commission in the past.

g. Authorization of Signatures for Deposit Agreement – Benkowski Pond

Upon a motion by Sullivan and seconded by Wishau, the Commission moved to authorize the President and Secretary of the Caledonia Utility District to execute the Deposit Agreement with Carla Freeman and Jay Benkowski for the Benkowski Pond Project located at 5645 Highway V. **Motion Carried.**

h. Authorization of Signatures for Storm Water Easement – Benkowski Pond

Upon a motion by Wishau and seconded by Brigman, the Commission moved to authorize the President and Secretary of the Caledonia Utility District to execute

the Storm Water Easement with Carla Freeman and Jay Benkowski for the Benkowski Pond Project located at 5645 Highway V. **Motion Carried.**

i. Wind Point Rehabilitation Project Change Orders #6 & #7

Upon a motion by Wishau and seconded by Pirk, the Commission moved to approve Change Order #6 in the amount of \$850.00 and Change Order #7 in the amount of \$67,152.48 for the Wind Point Sanitary Sewer Rehabilitation Project. **Motion Carried.**

j. Wind Point Rehabilitation Project Acceptance of Project & Final Pay Request

Upon a motion by Brigman and seconded by Pirk, the Commission moved to recommend Final Acceptance of the Wind Point Sanitary Sewer Rehabilitation Project. **Motion Carried.**

9. Adjournment

Upon a motion by Brigman and seconded by Pirk, the Commission moved to adjourn the regular meeting at 7:23 pm. **Motion Carried.**

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