

**Village of Caledonia Utility District Meeting**  
**April 7, 2021**

- 1. Meeting Called to Order** – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, April 7, 2021. 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, Tony Minto, Dave Ruffalo, Mark Brigman, and Trustee Lee Wishau. Commissioner Sullivan was excused. Also present were Utility Manager Robert Lui, and Utility Director Anthony Bunkelman.
  
- 3. Approval of Minutes**
  - a.** Upon a motion by Minto and seconded by Pirk, the Commission approved the minutes from the Utility District’s previous regular meeting held March 3, 2021. A copy of these minutes has 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 February 17<sup>th</sup> Minutes and the March 16<sup>th</sup> Agenda for the Racine Water Utility.
  
  - b. Racine Wastewater Utility Agenda & Minutes**

The Commission looked over the February 17<sup>th</sup> Minutes, and the March 16<sup>th</sup> Agenda for the Racine Wastewater Utility. It was discussed that Mike Gitter of Racine Wastewater gave a presentation on Safety Sites to the Racine Wastewater Utility. At this time, we anticipate being on the April meeting but that is to be determined.
  
  - c. Operator Position**

The new Operator started on Wednesday 3/31 and resigned on Thursday 4/1. He indicated that this was not what he anticipated. Will be going back out advertising.
  
  - d. PWAC – PSC Final Decision**

The PSC issued the Final Decision, and the new rates are now in place. Will be effective for the second quarter. A copy of the Final Decision is in the packet.
  
  - e. MS4 2020 Annual Report**

The MS4 2020 Annual Report was submitted on March 23. A copy of the report is in the packet.

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

- a. Upon a motion by Wishau and seconded by Brigman, the Commission approved payment of O&M Bills, related to the Sewer Utility District totaling \$1,445,842.86. **Motion carried.**
- b. Upon a motion by Minto and seconded by Brigman, the Commission approved payment of O&M Bills, related to the Water Utility District totaling \$227,434.69. **Motion carried.**
- c. Upon a motion by Minto and seconded by Wishau, the Commission approved payment of O&M Bills related to the Storm Water Utility District totaling \$44,404.04. **Motion carried.**

**7. Project Updates**

**a. Construction Contract Status**

The current contract statuses were shared with the Commissioners.

**b. Riverbend Lift Station Safety Site**

Met with Foth on project. Will be scheduling a site visit for a walk through. Working on Facilities Plan. To be completed by July 2021 and submitted to the DNR by September 2021. Preliminary design to be ready by June 2021. Proposed to be bid in January 2022 with Construction February 2022 – September 2022.

**c. Riverbend Lift Station & Forcemain Upgrade**

Working on Facilities Plan. To be completed by July 2021 and submitted to the DNR by September 2021.

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

Project completed. Awaiting Final Pay Request. Retainage remains on the contract.

**e. Rio Vista Shorewood & Stonebridge Utility Improvements**

Sanitary Sewer lining portion has been completed. The testing, grouting, and final televising underway.

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

Special Assessment Information updated. Sent out information to owners today. Class 1 notice prepared, and Public Hearing scheduled for April 27<sup>th</sup>.

**g. Annual Televising Program – Sanitary Sewer**

Preparing the 2021 program.

**h. Water Impact Fee / Sewer Connection Fee Update**

Met with Foth to discuss proposed Fees. Working on various alternatives.

**i. EPA Risk & Resilience Assessment and Emergency Response Plan**

Met with Foth to review each site that the Utility has for Assessment. Water Plan completed. Began work on Sewer Plan.

**j. Hoods Creek Attenuation Basin Expansion**

Met with Ray Leffler on use of adjacent property to spread/dispose of excavated material. Discussed with We Energies the need for increasing the gas service for a makeup air unit. Proposed to be bid in August 2021 with Construction September 2021 – August 2022.

**k. Central Lift Station Safety Site**

Working on facilities plan. To be completed by end of March 2021 and submitted to the DNR by April 2021. Preliminary Design to be ready by March 2021. Proposed to be bid in October 2021 with Construction November 2021 – June 2022.

**l. Central Attenuation Basin**

Discussed alternatives for basin. Prefer gravity vs. pumped and underground tank vs partially exposed. Will show alternatives in the Facilities Plan. Proposed to be bid in April 2023 with Construction May 2023 – July 2024.

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

Awaiting dry weather. Will re-assess the needs of the Hoods Creek along the Aldebaran Subdivision.

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

Project completed. Awaiting Final Pay Request. Retainage remains on contract.

**o. Wind Point West Subdivision Project**

Project completed. Awaiting Final Pay Request. Retainage remains on contract.

**p. GIS Updates**

Hyperlinking of Easement documents and Storm Sewer Projects ongoing. Will be gathering Subdivision Plats and Subdivision Plans as time allows.

**q. Alcyn Drive – Drainage Complaint**

Waiting for contractor pricing. Then will respond to owners.

**r. Douglas Avenue – OMG Ditch Project**

Foth proceeding with plans to get out for bidding and construction in 2021.

**s. Turtle Creek Restoration**

Reached out to Dave Giordano of Root Pike WIN for electronic files from consultant. Will use file when received for creating Easement documents and a Relocation Order.

## 8. Action Items

### a. Culver's Restaurant Storm Water Management Plan & Site Grading Plan Conditional Approval

Director Bunkelman gave an overview of the Storm Water Management Plan, the proposed underground storage tank, the sanitary sewer & water laterals, and the grading plan. The plans are ready for conditional approval subject to the conditions outlined in the March 30<sup>th</sup> memo from Director Bunkelman.

Upon a motion by Brigman and seconded by Pirk, the Commission moved to conditionally approve the Storm Water Management Plan, Site Utility Plan and Site Grading Plan for Tom Haman – Culver's Restaurant at 4542 Douglas Avenue subject to the March 30, 2021 memo from Utility Director Bunkelman. **Motion carried.**

### b. Briarwood of Caledonia, LLC – Development Agreement – Authorization of Signatures

Upon a motion by Minto and seconded by Brigman, the Commission moved to authorize the President and Secretary of the Caledonia Utility District to execute the Development Agreement for Briarwood of Caledonia. **Motion carried.**

### c. DeBack Farms Phase III Sanitary Sewer Easement – Authorization of Signatures

Upon a motion by Minto and seconded by Wishau, the Commission moved to authorize the President and Secretary of the Caledonia Utility District to execute the Sanitary Sewer Easement with WisPark LLC for the DeBack Farms Business Park. **Motion carried.**

### d. DeBack Farms Phase III Watermain Easement – Authorization of Signatures

Upon a motion by Minto and seconded by Pirk, the Commission moved to authorize the President and Secretary of the Caledonia Utility District to execute the Watermain Easement with WisPark LLC for the DeBack Farms Business Park. **Motion carried.**

### e. DeBack Farms Phase III Drain Tile Easement – Authorization of Signatures

Upon a motion by Minto and seconded by Pirk, the Commission moved to authorize the President and Secretary of the Caledonia Utility District to execute the Drain Tile Easement with WisPark LLC for the DeBack Farms Business Park. **Motion carried.**

### f. DeBack Farms Stormwater Easement – Authorization of Signatures

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

execute the Stormwater Easement with WisPark LLC for the DeBack Farms Business Park. **Motion carried.**

**g. Consultant Fees Review with possible position creation**

Trustee Wishau explained that he and President Stacey went to meet with Tom Ludwig of Foth. To make this work there would need to be strong communication and specific handout points to make projects continue to be seamless. The Commission discussed projects that this position could do being storm sewer inspection, sanitary mainline inspection, and GIS input. The Commission also wants to make sure that the time spent on projects is tracked and that the cost savings are measurable. Village President Dobbs has requested that a presentation be given on this topic to the Village Board at the next Village Board Meeting.

**9. Adjournment**

Upon a motion by Brigman and seconded by Minto, the Commission moved to adjourn the regular meeting at 7:30pm. **Motion carried.**

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