

**Village of Caledonia Utility District Meeting
May 5, 2021**

1. Meeting Called to Order – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, May 5, 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, John Strack, and Trustee Lee Wishau. Commissioner Sullivan was absent. Also present were Utility Manager Robert Lui, and Utility Director Anthony Bunkelman.

3. Election of Officers

Commissioner Minto nominated Howard Stacey to continue as Utility District President. Nomination seconded by Commissioner Pirk. Stacey accepted nomination. **Motion carried.**

President Stacey nominated Michael Pirk to continue as Utility District Secretary. Nomination seconded by Commissioner Ruffalo. Pirk accepted nomination. **Motion carried.**

4. 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 April 7, 2021. A copy of these minutes has been furnished to each Commissioner. **Motion carried.**

5. Citizen Comments – None.

6. Communications and Announcements

a. Racine Water Utility Agenda & Minutes

The Commission looked over the March 16th Minutes and the April 27th Agenda for the Racine Water Utility.

b. Racine Wastewater Utility Agenda & Minutes

The Commission looked over the March 16th Minutes, and the April 27th Agenda for the Racine Wastewater Utility.

c. Operator Position & Engineering Tech Position

The Operator Position is currently out advertising. Advertising closes on May 27th. The Engineering Tech Position requires updating the job description.

7. Approval of O&M Bills

a. Upon a motion by Wishau and seconded by Pirk, the Commission approved payment of O&M Bills, related to the Sewer Utility District totaling \$586,536.88. **Motion carried.**

- b. Upon a motion by Wishau and seconded by Minto, the Commission approved payment of O&M Bills, related to the Water Utility District totaling \$602,017.57. **Motion carried.**
- c. Upon a motion by Wishau and seconded by Pirk, the Commission approved payment of O&M Bills related to the Storm Water Utility District totaling \$17,779.50. **Motion carried.**

8. Project Updates

a. Construction Contract Status

The current contract statuses were shared with the Commissioners. The Commission asked that a letter be sent to QSP Utility on the Lighthouse Drive Lift Station Project to have them submit their Final Pay Request.

b. Riverbend Lift Station Safety Site

Met with Foth on project. Working on modeling and 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

Met with Foth on Project. Working on modeling and 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

Project near completion. Inspected manholes that have been grouted and have minor repairs to be done.

f. DeBack Industrial Park Phase 3 Improvements

Public Hearing held April 27th. Village Board tabled the item for further review. Working on alternatives.

g. Annual Televising Program – Sanitary Sewer

Discussed with Foth. Will not be televising in 2021. Received maps for various improvements to the system. Will be reallocating the televising budget to repairs. Will be looking to have staff perform as much of the repair work as possible.

h. Water Impact Fee / Sewer Connection Fee Update

Working on various alternatives.

i. EPA Risk & Resilience Assessment and Emergency Response Plan

Water RRA completed and on agenda this evening to be submitted. Began work on Sewer Plan.

j. Hoods Creek Attenuation Basin Expansion

Ray Leffler working on locations for 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

Met with Foth to discuss Facilities Plan. Preparing to send to the DNR soon. Preliminary Design being worked on. After discussion on possible layouts, this project will be performed with the Central Attenuation Basin to avoid removing work with this project due to the Attenuation Basin project.

l. Central Attenuation Basin

Met with Foth to discuss project. Proposed to be bid in April 2023 with Construction May 2023 – July 2024.

m. Hoods Creek – Aldebaran Brushing Project

Walked Hoods Creek along the Aldebaran Subdivision with Trapper. Received call that there were beavers along Creek. Did not see evidence of active beavers but there were 3 areas with log jams. Will be working with contractor to have removed.

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. Looking to bid in August/September to avoid crop damage.

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.

9. Action Items

a. DeBack Farms Pad F – Scannell Properties LLC – Storm Water Management Plan & Utility Plan Conditional Approval

Director Bunkelman gave an overview of the Storm Water Management Plan & Utility Plan. The plans are ready for conditional approval subject to the conditions outlined in the April 27th memo from Director Bunkelman.

Upon a motion by Minto and seconded by Pirk, the Commission moved to conditionally approve the Storm Water Management Plan Update Memo and Site Utility Plan for Scannell Properties LLC – DeBack Farms Pad F at 12574 Adams Road subject to the conditions outlined in the April 27, 2021 memo from Utility Director Bunkelman. **Motion carried.**

b. Westview Village Drainage Analysis

Director Bunkelman gave an overview of the Drainage Analysis for the Westview Village area.

Upon a motion by Pirk and seconded by Wishau, the Commission moved to prepare storm sewer plans and swale cleaning plans as necessary to correct the historical flooding issue at Clover Lane & Rudolph Drive. **Motion carried.**

c. EPA Risk & Resilience Assessment – Water Utility

Upon a motion by Minto and seconded by Pirk, the Commission moved to approve the EPA Risk & Resilience Assessment prepared by Foth Infrastructure & Environment LLC and have it submitted to the EPA. **Motion carried.**

10. Adjournment

Upon a motion by Ruffalo and seconded by Pirk, the Commission moved to adjourn the regular meeting at 7:34pm. **Motion carried.**

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