

**Village of Caledonia Utility District Meeting
August 18, 2021**

- 1. Meeting Called to Order** – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, August 18, 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 Tony Minto, Michael Pirk, and John Strack. Commissioners Dave Ruffalo, Nick Sullivan and Trustee Lee Wishau were 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 July 7, 2021. A copy of the 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 agenda and minutes from the July 20th meeting for the Racine Water Utility.
 - b. **Racine Wastewater Utility Agenda & Minutes**

The Commission looked over the agenda and minutes from the July 20th meeting for the Racine Wastewater Utility. Discussion was held regarding the City of Racine Mitigation Plan and that the Caledonia Mitigation Plan was on this agenda.
 - c. **Operator, Operator Apprentice & Utility Technician Position Update**

The Utility Technician position was approved by the Personnel Committee on July 26. The position was advertised the same day. Received 2 applications. 1 promising and working on scheduling an interview.
 - d. **Correspondence from Racine Wastewater Utility – Mount Pleasant Unplanned Expanded Sewer Service Facility & Unplanned Upgraded Sewer Service Facility Project Request**

The Mount Pleasant Unplanned Expanded Sewer Service Facility is for Chickory Road and has no effect on Caledonia. The Unplanned Upgraded Sewer Service Facility Project is multiple upgrades at the Wastewater Treatment Plant that were identified in the 2020 Facilities Plan. The Cost of Service for this project is based on Sewer Capacity at the Treatment Plant. Caledonia is anticipated to have a cost of service of approximately 3.62 million dollars.
 - e. **2020 Annual CMOM Report**

The 2020 Annual Report was shared with the Commission.

6. Approval of O&M Bills

- a. Upon a motion by Minto and seconded by Pirk, the Commission approved payment of O&M Bills, related to the Sewer Utility District totaling \$488,806.03. **Motion carried.**
- b. Upon a motion by Minto and seconded by Pirk, the Commission approved payment of O&M Bills, related to the Water Utility District totaling \$762,719.21. **Motion carried.**
- c. Upon a motion by Minto and seconded by Pirk, the Commission approved payment of O&M Bills related to the Storm Water Utility District totaling \$33,291.09. **Motion carried.**

7. Project Updates

a. Construction Contract Status

The current contract statuses were shared with the Commissioners.

b. Riverbend Lift Station Safety Site

Working on finalizing the Facilities Plan. To be completed soon and submitted for review. Once reviewed will be submitted to the DNR (September 2021). Preliminary Design to be ready shortly. Proposed to be bid in January 2022 with Construction February 2022 – September 2022. Meeting with Foth next week for additional updates.

c. Riverbend Lift Station & Forcemain Upgrade

Working on Facilities Plan. To be completed shortly and submitted to the DNR by September 2021. Meeting with Foth next week for additional updates.

d. DeBack Industrial Park Phase 3 Improvements

Village Board provided direction on Special Assessment for project. Working on updating the Engineer's Report.

e. Annual Televising Program – Sanitary Sewer

Continuing to perform repairs that staff can perform.

f. Water Impact Fee / Sewer Connection Fee Update

On agenda for update.

g. EPA Risk & Resilience Assessment and Emergency Response Plan

Will work on Sewer plan as time allows. Will also complete Emergency Response Plan for Water as time allows.

h. Hoods Creek Attenuation Basin Expansion

Ray Leffler working on locations for excavated material. Working on obtaining approval from DNR and Racine Wastewater. Proposed to be bid in August 2021

with Construction September 2021 – August 2022. Finance Committee approved sole source purchase of pump, impellers, and Hydroflush gates.

i. Central Lift Station Safety Site & Attenuation Basin

Working on Facilities Plan. Preparing to send to the DNR soon. Preliminary Design being worked on. Proposed to be bid in April 2023 with Construction May 2023 – July 2024.

j. North Kremer Watermain Project

Village Board awarded contract. Working with contractor on all paperwork then looking to schedule Preconstruction Meeting. Preconstruction Meeting held on August 17, contracts signed and delivered. Contractor looking to start project on September 13.

k. Dominican Lift Station Rehab Project

Finance Committee approved direct purchases of pumps and control building. Receive approval of the plans for the project from the DNR. Working on finalizing permitting and prepping to go to bid. Proposed to be bid in August 2021 with construction September 2021 – June 2022. Meeting with Foth next week for additional updates.

l. Concord Apartments Meter Vault

Southern Wisconsin Appraisal working on appraisal and obtaining easement form Concord Apartments.

m. Hoods Creek – Aldebaran Brushing Project

Working with contractor to have log jams removed.

n. Tanglewood Avenue Storm Sewer Replacement Project

Project completed. Awaiting Final Pay Request. Retainage remains on contract. Will be reaching out to Reesman's for Final Pay Request.

o. Wind Point West Subdivision Project

Project completed. Awaiting Final Pay Request. Retainage remains on contract. Will be reaching out to Reesman's for Final Pay Request.

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

Discussed with Foth on working through a DNR issue and then will bid out. Will be looking to bid in middle to late August pending DNR approval.

s. Turtle Creek Restoration

Legal Descriptions and Exhibits received and are ready to proceed. On agenda for recommending to the Village Board. Upon recommendation from District, will be preparing a Relocation Order for the Village Board for approval on September 7th.

8. Action Items

a. Smoke Testing Discussion/Presentation

Director Bunkelman had revised Trustee Wishau's presentation and gave it to the Utility District. The intent is to propose to the Village Board a smoke testing program to locate issues of Infiltration and Inflow on mains and private laterals. The Commission asked that Director Bunkelman provide this presentation with some benefits to the Village Board on September 7th.

b. Badger Liquor South – Utility Plan – Conditional Approval

Director Bunkelman gave a summary of the proposed project. The plan at this time is ready for conditional approval based on addressing comments from the July 27th review letter from Director Bunkelman.

Upon a motion by Minto and seconded by Pirk, the Commission moved to conditionally approve the Site Utility Plan for Badger Liquor South – DeBack Farms Pad A subject to conditions in the July 27th memo from Director Bunkelman. **Motion carried.**

c. Water Impact Fee / Sewer Connection Fee Update

Director Bunkelman went through his memo from July 27th and discussed the 3 issues that have come up in the Impact Fee and Connection Fee Update. 2 of the issues appear to have satisfactory resolution but the 3rd and largest item still remains. That issue is the Sewer Connection Fee and how the current Ordinance has a base fee. The question for the Commission and the Village Board will be does the base fee stay or does it removed. Director Bunkelman provided the Commission with a spreadsheet with the various options and what the Impact Fee and Connection Fee would be in each. The Commission has been asked to review this information for further discussion at the September meeting. Director Bunkelman has been asked to research what fees are in surrounding communities.

d. Caledonia Mitigation Plan Update

Director Bunkelman went over his July 28th memo regarding the Caledonia Mitigation Plan. Racine Wastewater has provided some clarity on what they would be looking for on an approvable plan even though Racine Wastewater staff has recommended approval of the current plan. Caledonia Utility District staff has been working on providing the requested information and had proposed to provide it to Racine Wastewater on August 17th. The information calculated at this point was not ready and had subsequently been moved to the September Racine Wastewater meeting. Coincidentally, Racine

had their Mitigation Plan on the August meeting for discussion. At this meeting the Racine Wastewater Commission brought up many of the same requests for the Racine Mitigation Plan. Caledonia will be continuing to work on the requested information for Racine Wastewater in the effort and plan to present a revised plan to them in September.

e. Turtle Creek Restoration Plan – Drainage Easements

Upon a motion by Minto and seconded by Pirk, the Commission moved to forward a Relocation Order to the Village Board to obtain the necessary easements for the Turtle Creek Restoration Project. **Motion carried.**

f. Auburn Hills Phase 3B – Subdivision System Acceptance

Upon a motion by Minto and seconded by Pirk, the Commission moved to accept the Subdivision System for Auburn Hills Phase 3B. **Motion carried.**

9. Adjournment

Upon a motion by Pirk and seconded by Minto, the Commission moved to adjourn the regular meeting at 8:13pm. **Motion carried.**

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