

**Village of Caledonia Utility District Meeting
September 8, 2021**

- 1. Meeting Called to Order** – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, September 8, 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, Nick Sullivan, John Strack and Trustee Lee Wishau. Commissioners Dave Ruffalo and Tony Minto were excused. Also, present were Utility Manager Robert Lui, and Utility Director Anthony Bunkelman.
- 3. Approval of Minutes**
 - a. Upon a motion by Pirk and seconded by Strack, the Commission approved the minutes from the Utility District’s previous regular meeting held August 18, 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 August 17th meeting for the Racine Water Utility.
 - b. **Racine Wastewater Utility Agenda & Minutes**

The Commission looked over the agenda and minutes from the August 17th meeting for the Racine Wastewater Utility. There was an agenda item for the City of Racine Mitigation Plan. The city is somewhat been held to the same standard as Caledonia.
 - c. **Operator, Operator Apprentice & Utility Technician Position Update**

The Utility Technician position was posted and received 2 applicants, 1 of them promising. Applicant did not return request for interview at this time.
- 6. Approval of O&M Bills**
 - a. Upon a motion by Wishau and seconded by Sullivan, the Commission approved payment of O&M Bills, related to the Sewer Utility District totaling \$119,216.10. **Motion carried.**
 - b. Upon a motion by Wishau and seconded by Sullivan, the Commission approved payment of O&M Bills, related to the Water Utility District totaling \$37,357.63. **Motion carried.**
 - c. Upon a motion by Wishau and seconded by Sullivan, the Commission approved payment of O&M Bills related to the Storm Water Utility District totaling \$59,255.30. **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 shortly and submitted for review. Once reviewed will be submitted to the DNR. 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 shortly and submitted to the DNR.

d. DeBack Industrial Park Phase 3 Improvements

Received draft Engineers Report. Reviewed today and sent revisions to Foth.

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 upon obtaining DNR permitting. Construction October 2021 - September 2022.

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

Contractor looking to begin project on September 13. Hand Delivered notices out to residents yesterday.

k. Dominican Lift Station Rehab Project

Working on finalizing permitting and prepping to go to bid. Looking to potentially split the project to sanitary relay and lift station work. Should be favorable bidding at the moment. Proposed to be bid in September 2021 with construction October 2021 – October 2022.

l. Concord Apartments Meter Vault

Southern Wisconsin Appraisal working on appraisal and obtaining easement form Concord Apartments. Spoke with Gene Bock this afternoon. Will have report completed by the end of the week. Will be about \$6000.

m. Hoods Creek – Aldebaran Brushing Project

Working with contractor to have log jams removed. Called Great Lakes.

n. Tanglewood Avenue Storm Sewer Replacement Project

Change Order and Final Acceptance on agenda.

o. Wind Point West Subdivision Project

Change Order and Final Acceptance on agenda.

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 get out to bid pending DNR approval. Potentially will be performing as Winter work.

s. Turtle Creek Restoration

The Village Board approved the Relocation Order at their September 7th Meeting.

8. Action Items

a. Water Impact Fee / Sewer Connection Fee Update

Director Bunkelman shared what Mount Pleasant charges for Water Impact Fee (REC charges) and the Sewer Connection Fee. For the Sewer Connection Fee, they have an REU charge and an Acreage charge. After discussion the Commission would like to see some scenarios versus the Mount Pleasant fees.

b. Caledonia Mitigation Plan Update

Director Bunkelman updated the Commission on the information that is to be provided to the Racine Wastewater Utility. The goal is to provide this information to Racine and be placed on the September 21st meeting for approval of the Mitigation Plan and the Hoods Creek Attenuation Basin Expansion.

c. 2022 Draft Utility District Budget

Director Bunkelman gave a presentation on the draft budget for the Utility District. There were a few changes that need to be made as this budget is rough. In the Sewer Utility \$50,000 needs to be added for Smoke Testing. The breakdown for the capital projects has been provided for the construction, construction inspection and design as necessary. For the Water Utility budget there needs to be \$12,500 added for generator upgrades. On the Storm Sewer Budget, the Commission wanted to know about the capitalized assets for 2020 and why it was so high.

d. 2021 Sewer Rate Increase

Director Bunkelman gave a brief introduction on this item then turned it over to Brian Della of PMA to give a presentation on the financial position of the Sewer Utility and the recommendation for raising of rates.

Upon a motion by Sullivan and seconded by Wishau, the Commission moved to recommend that the Village Board adopt an Ordinance to raise the Sewer Rate \$14.00 (10%) starting the 4th Quarter of 2021. **Motion carried.**

e. Change Order #4 – Wind Dale & Wind Point West Storm Water Utility Improvements

Upon a motion by Sullivan and seconded by Pirk, the Commission moved to approve Change Order #4 for the Wind Dale & Wind Point West Storm Water Utility Improvements Project in the amount of -\$47,304.99. **Motion carried.**

f. Final Acceptance – Wind Dale & Wind Point West Storm Water Utility Improvements

Upon a motion by Sullivan and seconded by Pirk, the Commission moved to recommend Final Acceptance of the Wind Dale & Wind Point West Storm Water Utility Improvements Project. **Motion carried.**

9. Adjournment

Upon a motion by Wishau and seconded by Pirk, the Commission moved to adjourn the regular meeting at 8:10pm. **Motion carried.**

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