

**Village of Caledonia Utility District Meeting  
March 9, 2022**

- 1. Meeting Called to Order** – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, March 9, 2022. 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 Nick Sullivan was excused. Also, present were Utility Manager Robert Lui, and Public Services Director Anthony Bunkelman.
- 3. Approval of Minutes**
  - a.** Upon a motion by Wishau and seconded by Pirk, the Commission approved the minutes from the Utility District’s previous regular meeting held January 26, 2022 with the change that Commissioner Strack was in attendance at the meeting. 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 minutes from the January 18<sup>th</sup> meeting of the Racine Water Utility. Director Bunkelman gave a brief summary of the action taken by the Utility.
  - b. Racine Wastewater Utility Agenda & Minutes**

The Commission looked over the minutes from the January 18<sup>th</sup> meeting of the Racine Wastewater Utility. Director Bunkelman gave a brief summary of the action taken by the Utility.
  - c. Racine Wastewater Letter – Annual Notice of Allocated Capacity Usage**

Director Bunkelman gave a brief summary of the letter to the Commission. Caledonia has hit the 80% parameter for Total Nitrogen. After review of the information there is not a lot of outliers other than the flow to Racine was unusually low. This low flow can be contributed to a dry year in 2021.
  - d. Senior Field Operator, Operator & Operator In Training Update**

Director Bunkelman indicated that the Senior Field Operator position was posted and it closes on Friday. Anticipate performing interviews shortly after. For the Operator and Operator in Training positions we have made 1 offer already and will be determining on whom to make a second offer to.

## 6. Approval of O&M Bills

- a. Upon a motion by Minto and seconded by Wishau, the Commission approved payment of O&M Bills, related to the Sewer Utility District totaling \$188,386.19. **Motion carried.**
- b. Upon a motion by Minto and seconded by Wishau, the Commission approved payment of O&M Bills, related to the Water Utility District totaling \$527,526.58. **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 \$36,235.52. **Motion carried.**

## 7. Project Updates

### a. Construction Contract Status

The current contract statuses were shared with the Commissioners. Director Bunkelman stated that he spoke with the Wisconsin DOT on the Highway 32 Project. The DOT will be performing an audit and then provide final numbers. Based on all information the project will come in below original numbers.

### b. Riverbend Lift Station Safety Site

Working on finalizing the Facilities Plan. Once reviewed will be submitted to the DNR. Viewed videos and inspected the Root River Interceptor. Reviewing additional items from inspections. Working on chimney repairs on several manholes.

### c. Riverbend Lift Station & Forcemain Upgrade

Working on Facilities Plan. Same as above.

### d. Annual Televising Program – Sanitary Sewer

Continuing to perform repairs that staff can perform. Had a conversation with Green Bay Pipe about services for the year. They will be providing information. Also had a conversation with John Nelson of Visu-Sewer. He has been asked to attend the April meeting.

### e. Water Impact Fee / Sewer Connection Fee Update

Reached out to Mount Pleasant staff for per acre fee. Awaiting information. Received acreage for study area. Working on alternatives.

### f. Hoods Creek Attenuation Basin Expansion

Bid Opening scheduled for February 23<sup>rd</sup>. Received 3 bids and recommendation on agenda this evening.

**g. Central Lift Station Safety Site & Attenuation Basin**

Awaiting final approval from DNR on Facilities Plan. Preliminary Design being worked on. Proposed to be bid in April 2023 with Construction May 2023 – July 2024.

**h. North Kremer Watermain Project**

Project is progressing.

**i. Dominican Lift Station Rehab Project**

August Winter working on contracts, will be setting up Pre-Construction meeting in the near future.

**j. Erie Street Sanitary Sewer Improvements**

Preconstruction Meeting held February 4<sup>th</sup>. Met in field to discuss temporary bypass road. Resident notice delivered on March 2<sup>nd</sup>. Reesman's to start clearing and grubbing this week. Sanitary work to begin approximately March 16<sup>th</sup>.

**k. Concord Apartments Meter Vault**

Owner agreed to easement but has issue with mortgage company signing easement. Will be proceeding with a friendly condemnation.

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

Looking for contractor to have log jams removed.

**m. Alcyn Drive – Drainage Complaint**

Waiting for contractor pricing. Then will respond to owners.

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

Received permits from DNR & Army Corps of Engineers. Met with owners on revised plans. Owners want to have project start in October due to wanting to have a crop on the farm field. Will also be addressing access and other minor concerns.

**o. Turtle Creek Restoration**

Discussed project with Southern Wisconsin Appraisal. Will be forwarding relocation order and necessary information to them to begin appraisal process.

**p. Westview Village Storm Improvements**

Forwarded comments and received revised plans. Currently under review.

**8. Action Items**

**a. Smoke Testing Plan**

Director Bunkelman provided maps of the sanitary sewer in the Caddy Vista area and Riverbend Estates area. In the Caddy Vista area, there are 60 segments of sanitary sewer and the area would have an approximate cost of \$25,500 for smoke testing. In the Riverbend Estates area, there are 35

segments of sanitary sewer and the area would have an approximate cost of \$14,875.00 for smoke testing. Overall, the cost for both areas with mobilization would be approximately \$41,575.00. Prior to moving forward with any smoke testing, Manager Lui and Director Bunkelman spoke with John Nelson of Visu-Sewer earlier this week about smoke testing and any other options that Visu-Sewer has used in other communities. He indicated that there are better methods to reduce I/I. Mr. Nelson has been asked to attend the April 6<sup>th</sup> Utility District meeting to discuss alternatives to smoke testing.

**b. Contract Award for Hoods Creek Attenuation Basin Expansion**

Upon a motion by Wishau and seconded by Minto, the Commission moved to authorize the Caledonia Utility District to issue the Notice of Award to Miron Construction for the Hoods Creek Attenuation Basin Expansion Project in the amount of \$10,209,403.20. **Motion carried.**

Upon a motion by Minto and seconded by Wishau, the Commission moved to authorize the Utility District President and Secretary to execute any contract documents as necessary. **Motion carried.**

**c. Discussion for Green Bay Packaging Sanitary Sewer and Storm Water Pond Expansion**

Director Bunkelman gave a brief explanation of the Sanitary Sewer reroute on Hollander Drive, including the Sanitary Sewer upsizing necessary from Hollander Drive to Dunkelow Road. Director Bunkelman also discussed the Storm Water Pond Expansion for the Regional Storm Water Basin within the Caledonia Industrial Park.

**d. Discussion for TID#4 Phase 4 Sanitary Sewer & Water**

Director Bunkelman gave a brief explanation of the Sanitary Sewer and Watermain infrastructure proposed to serve TID #4 Phase 4.

**e. Change Order #1 – Erie Street Sanitary Sewer Improvements**

Upon a motion by Minto and seconded by Pirk, the Commission moved to approve Change Order #1 to adjust the time on the contract by 2 months. **Motion carried.**

**f. Discussion for Circlewood Drive lot – Watermain extension**

Director Bunkelman indicated that he had received an email from Jeremy Haubrich, whom is the new owner of the lot on Circlewood Drive. The owner was given the Ordinance and a letter that was provided to the previous owner about extending the watermain to the lot to make it buildable. He claims that he will be petitioning to have that determination reversed. More to come in the future when a request is received.

**g. Authorization of signatures Prairie Pathways Development Agreement**  
Upon a motion by Minto and seconded by Strack, the Commission moved to authorize the President and Secretary of the Caledonia Utility District to execute the Development Agreement for Prairie Pathways Phase 4. **Motion carried.**

**h. Authorization of signatures Massenza CSM Storm Water Easement**  
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 Stormwater Easement for the Massenza CSM. **Motion carried.**

**i. Utility District Policies – Discussion**  
Director Bunkelman & Manager Lui shared the unwritten policies that the District has been using. The unwritten policies are intended to be incorporated into the Utility District Specifications. The updated Specifications will be brought back to the District for approval.

**j. Discussion Charter Ordinance – 2017-001**  
President Stacey wanted this included in the packet for information to the Commission. He wanted to have the Commission understand what their duties are. Some Commission members shared their displeasure with how information about the Senior Field Operator was provided to them. The Commission would like to see an Organizational Chart.

**9. Adjournment**

Upon a motion by Wishau and seconded by Strack, the Commission moved to adjourn the regular meeting at 7:49pm. **Motion carried.**

Respectively submitted,  
Anthony A. Bunkelman P.E.  
Public Services Director