

**Village of Caledonia Utility District Meeting  
May 4, 2022**

**1. Meeting Called to Order** – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, May 4, 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 Robert Kaplan and Trustee Lee Wishau. Also, present were Utility Manager Robert Lui, and Public Services 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.**

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

**4. Approval of Minutes**

a. Upon a motion by Minto and seconded by Wishau, the Commission approved the minutes from the Utility District’s previous regular meeting held April 6, 2022. A copy of the 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 agenda and minutes from the April 19<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 agenda and minutes from the April 19<sup>th</sup> meeting of the Racine Wastewater Utility. Director Bunkelman gave a brief summary of the action taken by the Utility.

**c. Operator & Operator in Training Update**

Director Bunkelman gave a brief update on the Operator in Training applicants and that they will be reviewed.

**d. Letter from Racine Water for Highway C watermain for Caledonia cost share**

Director Bunkelman gave a brief summary of the letter to the Commission. Caledonia's cost share is \$27,833.74 based on a revised cost share percentage. The staff will be looking into the change in percentage.

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

- a. Upon a motion by Minto and seconded by Strack, the Commission approved payment of O&M Bills, related to the Sewer Utility District totaling \$28,778.95. **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 \$549,275.02. **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 \$693.37. **Motion carried.**

**8. Project Updates**

**a. Construction Contract Status**

The current contract statuses were shared with the Commissioners.

**b. Riverbend Lift Station Safety Site**

Discussed options with Foth on additional storage capacity for Facility Plan. Investigating further.

**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.

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

Reached out to Mount Pleasant staff for per acre fee. Awaiting information.

**f. Hoods Creek Attenuation Basin Expansion**

Preconstruction meeting held April 6. Field meeting held on April 14. Excavation/Earthwork started April 18<sup>th</sup>.

**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**

Mercury Lane Watermain in and tested. Currently installing services. Buckley Road watermain is in and being tested. Services to follow. Restoration to start soon.

**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**

Progressing North with Sanitary Sewer relay. Near complete on Pipe work. Anticipate pipe work to be completed by time of meeting. Started restoration on South end. Will be prepping road week of May 9<sup>th</sup> to pave.

**k. Concord Apartments Meter Vault**

Proceeding with friendly condemnation.

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

Spoke with contractor on having log jams removed. Awaiting quote for work.

**m. Alcyn Drive – Drainage Complaint**

Waiting for contractor pricing. Then will respond to owners.

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

Due to owners want work done in October, set bid date for August 31.

**o. Turtle Creek Restoration**

Forwarded relocation order and necessary information to Southern Wisconsin Appraisal to begin appraisal process.

**p. Westview Village Storm Improvements**

Reviewing revised plans.

**9. Action Items**

**a. Organizational Chart**

The Commission has some concerns on the Organizational Chart and the responsibilities of the Commission over its employees. President Stacey asked Trustee Wishau to look into this further.

**b. Policy Updates**

Director Bunkelman indicated that a list of policies has been started and staff is working toward incorporating them into the Specifications and Ordinance as necessary.

**c. Jellystone Park 2022 Pool & Bathhouse – Site Grading Plan Conditional Approval**

Upon a motion by Minto and seconded by Pirk, the Commission approved to conditionally approve the Site Grading Plan for Jellystone Park – 2022 Pool & Bathhouse subject to the conditions on the April 26<sup>th</sup> memo from the Public Services Director. **Motion carried.**

**10. Adjournment**

Upon a motion by Minto and seconded by Strack, the Commission moved to adjourn the regular meeting at 6:30pm. **Motion carried.**

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