



---

**FINANCE COMMITTEE MEETING AGENDA**  
**Tuesday, February 14, 2023 at 5:15 p.m.**  
**Caledonia Village Hall - 5043 Chester Lane**

1. Call to Order
2. Approval of Minutes
3. Tracy Reese Claim
4. Park Impact Fees for Maple Park
5. Refurbishment of a 2003 Dump Truck
6. Adjourn

Dated February 10, 2023

Joslyn Hoeffert  
Village Clerk

Only committee members are expected to attend. However, attendance by all Board members (including non-members of the committee) is permitted. If additional (non-committee) Board members attend, three or more Board members may be in attendance. Section 19.82(2), Wisconsin Statutes, states as follows:

If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body.

To the extent that three or more members of the Caledonia Village Board actually attend, this meeting may be rebuttably presumed to be a "meeting" within the meaning of Wisconsin's open meeting law. Nevertheless, only the committee's agenda will be discussed. Only committee members will vote. Board members who attend the committee meeting do so for the purpose of gathering information and possible discussion regarding the agenda. No votes or other action will be taken by the Village Board at this meeting.

**1. Call to Order**

Trustee Wishau called the meeting to order at 5:26 p.m.

Committee Members: President Dobbs, Trustee Weatherston, and Trustee Wishau. Trustee Martin, and Trustee Stillman were also present.

Absent: None.

Department Managers: Fire Chief Jeff Henningfeld, Police Chief Christopher Botsch, Finance Director Wayne Krueger, and Administrator Kathy Kasper.

**2. Approval of Minutes**

Motion by Trustee Weatherston to approve the minutes dated December 19, 2022. Seconded by President Dobbs. Motion carried, unanimously.

**3. Consideration and Approval for the Purchase of Sole Source Equipment - UTV Trailer & Tracks, Funded by Donations or Grants**

The Village is required to fund an approximate balance of \$400 to acquire a trailer of specific size and aluminum material, as no other vendors can provide said specifications.

Motion by Trustee Weatherston to approve the Consideration and Approval for the Purchase of Sole Source Equipment - UTV Trailer & Tracks, Funded by Donations or Grants and forward to the Village Board for approval. Seconded by President Dobbs. Motion carried unanimously.

**4. Permission to apply for FEMA-AFG Grant for the Procurement of portable radios**

The Fire Department reported that their radios, which were manufactured between 2009-2014, have become outdated and are no longer supported as of 2020, causing failure. Racine County has been in ongoing discussions to replace the radio system for public safety, with no definitive timeline. The Fire Department requested to apply for a grant to support the need for portable radios, which could be integrated with whichever of the two systems Racine County decides to deploy. Discussions were held on potential funding options for the remainder of the costs and if it was included in the budget. The Chiefs provided information on the various technology and frequencies available to public safety departments.

Motion by Trustee Weatherston to approve and forward to the Village Board, the Permission to apply for FEMA-AFG Grant for the Procurement of portable radios. Seconded by President Dobbs.

This will be brought back once there has been a decision regarding the grant.

Motion carried unanimously.

**5. Adjournment**

Motion by Trustee Weatherston to adjourn. Seconded by President Dobbs. Motion carried unanimously.


Meeting adjourned at 5:20 p.m.

Respectfully submitted,  
Joslyn Hoeffert, Village Clerk

# MEMORANDUM

**DATE:** Tuesday, February 7, 2023

**TO:** Finance Committee  
Village Board

**FROM:** Anthony A. Bunkelman P.E.  
Public Services Director 

**RE:** Citizen Claim & Damage Form Submission for 24 Jim Lin Lane

## BACKGROUND INFORMATION

On October 16, 2022, the single-family home at 24 Jim Lin Lane, owned by Tracy Reese, experienced a sanitary sewer backup through the floor drains in the basement of the home. The Utility District was contacted at that time and responded. On October 17, the owner hired T.C.M. Sewer and Drain to come out to rod and televise the sanitary lateral. The Utility was aware of the televising. The lateral on the private property side appeared to be clear. Within the road Right of Way, (near the connection to the sewer main) it was viewed that there was an apparent overpour of grout.

In 2018, the Caledonia Utility District bid out and awarded the Wind Point Sanitary Sewer Rehabilitation Project to Visu Sewer. The majority of the rehabilitation work was performed in 2019. This project accomplished several things, spot repairs on offset joints in the sanitary sewer main, lined the sanitary sewer mains from infiltration, grouted lateral connections also a source of infiltration, and manhole rehabilitation. The lateral at 24 Jim Lin Lane was grouted as part of the project. As part of the rehabilitation project the grouted laterals were televised from the sanitary sewer main.

Photos of each side of the grout have been attached to this memo for reference.

The Owner has filed a claim for \$1,021.73 as a result of the backup. The amount consists of \$780.00 for TCM costs, \$56.73 for cleaning supplies, \$135.00 for cleanup time, and \$50.00 to replace the shop vac.

The Utility District has recently had Visu Sewer out to cut/remove the grout from the lateral.

## RECOMMENDATION

**Recommend that the Finance Committee determine whether the claim be paid.**



# Citizen Claim and Damage Form

## NOTICE OF CLAIM

Name: Tracy Reese  
 Address: 24 JimLin Lane  
Racine WI. 53402  
 Phone: 262-497-2118

Incident/Accident Information  
 Date: 10/16/22  
 Time: 3:00pm  
 Place: Home

## CIRCUMSTANCES OF CLAIM

In the space below briefly describe the circumstances of your claim. (Attach additional sheets, if necessary.) For auto damages, attach a copy of police report, if any, and attach a diagram of the accident scene indicating north, south, east or west corners if the accident occurred at an intersection. For bodily injury, indicate nature of injury and whether or not medical attention was given and give the name of the physician. Also identify any witnesses to the incident/accident.

Sewer backup in 2 locations in the basement. 9 hours of clean up  
@ \$15 hours. Materials for clean up. Shop vac full of raw sewage.  
Only charging 50% of cost of new one. TCM Sewer & Drain.

Signed: *Tracy Reese*

Date: 11/12/2022

\*\*\*\*\*

## CLAIM

(NOTE: You are not required to make a claim at this time. As long as you have filed the above Notice of Claim you may file a claim with the Village at any time consistent with the applicable statute of limitations. However, in order for the Village to formally accept or deny your claim at this time, the following claim must be completed and signed.)

The undersigned hereby makes a claim against the Village of arising out of the circumstances described above in the amount of \$ 1,021.73

To process this claim it is necessary to detail all damages being sought.

Signed: *Tracy Reese*  
 Address: 24 JimLin Ln  
Racine, WI 53402

Date: 11/12/2022



# T.C.M.

## Sewer and Drain

**ROB AMOS, OWNER**  
 2833 - 90th Street  
 Sturtevant, WI 53177  
**262-770-2309**  
 www.tcmdrain.com

**24 HOUR  
 EMERGENCY  
 SERVICE**

Power Rodding · Hydrojetting · Sewer Televising & Locating  
 Fully Insured · Family Owned & Operated  
 · Bathtubs · Kitchen Sinks · Floor Drains · Toilets · Main Sewers  
 24 Hour Emergency Service · Same Day Service  
 Military Discounts · Senior Discounts

JOB NO.			
INVOICE	PHONE	DATE	
	608-576-1070	10-17-22	
NAME <i>Mark Reese</i>			
ADDRESS <i>24 Simlin Ln</i>			
CITY	STATE	ZIP CODE	
<i>Madison</i>	<i>WI</i>	<i>4102</i>	
CASH	CHECK	BILLING	OTHER
	<i>1072</i>		
DESCRIPTION			AMOUNT
<i>rod 2 machines to</i>			
<i>clear @ 133'. looks</i>			
<i>like overpour-</i>			
<i>cutter wont break it off</i>			
<i>Bob from Caladonia looking</i>			
<i>info - pointed in road.</i>			
			Deposit
<i>Open + Flowing.</i>			Balance
IN THE EVENT THAT TCM SEWER & DRAIN, LLC MUST RE-ROD A LINE UNDER WARRANTY. THERE WILL BE A \$95.00 TRIP CHARGE.			<b>TOTAL</b> <i>780.00</i>

ACCEPTED: You are authorized to do the work.

AUTHORIZED SIGNATURE: *[Signature]*

DATE: \_\_\_\_\_ CUSTOMER SIGNATURE *[Signature]*

THANK YOU FOR SHOPPING AT ACE  
KORTENDICK HARDWARE INC  
3806 DOUGLAS AVENUE  
RACINE WI 53402  
(262) 639-4820

10/22/22 9:44AM TSH 552 SALE

-----  
8895609 1 EA \$2.99 EA  
WRAP-IT-UP STRAP ORG \$2.99  
7166176 5 EA \$17.99 EA  
MIRACLE GRO LIQUAFD REFL \$89.95  
2015551 1 EA \$119.99 EA S  
-\$20.00 Instant Savings 99.99 EA  
WET/DRY VACUUM 10GAL 6HP \$99.99  
Return Value : 99.99  
HH50167 -1 EA \$5.00 EA S R  
\$5 REWARDH \$-5.00  
DP126537 1 EA .00 EA N  
OCTOFFER2\$150FF\$75 \$N/C  
IS334763 -1 EA \$20.00 EA SNR  
\$20 INSTANT SAVINGS-2015551 \$-20.00  
\$15 Coupon Discount

SUB-TOTAL:\$ 187.93 TAX:\$ 9.65  
DISCOUNT: -15.00 TOTAL:\$ 182.58  
BC AMT: \$ 182.58

BK CARD#: XXXXXXXXXXXXX3045  
MID:\*\*\*\*\*5888 TID:\*\*\*2804  
AUTH: 094426 AMT:\$ 182.58  
Host reference #:470375 Bat#

Authorizing Network: MASTERCARD

Contactless  
CARD TYPE:MASTERCARD EXPR: XXXX  
AID : A0000000041010  
TVR : 0400048001  
IAD : 0110A000012200000000000000000000  
TSI :  
ARC : 00  
MODE : Issuer  
CVM : Verified by PIN  
Name : Mastercard Debit  
ATC :0114  
AC : E25D653D58274F29  
TxnID/ValCode: 759788

Bank card USD\$ 182.58



==>> JRNL#E70375 <<==  
CUST NO:\*4798  
ACE REWARDS ID # 19710483971

Acct: TRACY REESE

Customer Copy

YOU SAVED \$ 55.00 BY SHOPPING AT  
KORTENDICK HARDWARE INC

YOU SAVED \$ 25.00 AS A MEMBER OF  
ACE REWARDS.

# Pick 'n Save FRESH FOR EVERYONE.

5111 Douglas Ave.  
262.752.0951  
Your cashier was CHEC 513

	KRO DECK MOP	5.49	T
	CLB CLEAN BLCH	5.99	T
	CLB CLEAN BLCH	5.99	T
	CLB CLEAN BLCH	5.99	T
	PLAYTEX GLOVES	4.29	T
	PLAYTEX GLOVES	4.29	T
	BRAWNY 8 ROLLS	PC 21.99	T
SC	PERKS SAVINGS	7.00	
	Fresh Perks Customer	*****7187	
RD	KPF ITA Message	0	
SC	Fuel Points		
	TAX	2.70	
	**** BALANCE	56.73	

Debit Purchase  
\*\*\*\*\*3045 - C  
REF#: 062737 TOTAL: 56.73  
PURCHASE: 56.73 CASHBACK: 0.00  
AID: A0000000042203  
TC: 64B5C8410645CD89  
VERIFIED BY PIN

	DEBIT	56.73
	CHANGE	0.00
TOTAL NUMBER OF ITEMS SOLD =		7
STR CPN & KRO SAVINGS	\$	7.00
TOTAL COUPONS	\$	7.00
TOTAL SAVINGS (11 %)	\$	7.00

10/16/22 04:26pm 378 513 158 999999513

\*\*\*\*\*  
TELL US HOW WE ARE DOING!  
EARN 50 BONUS FUEL POINTS!  
Go to [www.krugerfeedback.com](http://www.krugerfeedback.com)

Date: 10/16/22  
Time: 16:25  
Entry ID: 534-384-158-378-513-671

No purchase necessary  
See website for official rules

\*\*\*\*\*  
Fuel Points Earned Today: 54  
Total October Fuel Points: 54

\*\*\*\*\*  
\*\*\*\*\*

### APPLY NOW

Earn \$100 Statement Credit  
when you spend \$500 with your card  
in the first 90 days\* and  
get up to 5% CASH BACK  
on eligible net purchases\* with your  
Pick'n Save/Metro Market Rewards  
World Elite Mastercard

[www.PicknSaveMastercard.com/41697](http://www.PicknSaveMastercard.com/41697)

\*Restrictions apply, see website  
for details.

\*\*\*\*\*  
With Our Low Prices, You Saved

## \$7.00

Annual Card Savings \$72.65  
Fresh opportunity awaits  
Join our team today!

#ERN#

[jobs.kroger.com](http://jobs.kroger.com)



### Construction Observation Report

Location Wind Point

WEATHER	Temp (° F)		Sky Cond.	Precip. (in.)		Site Conditions (describe)	
	Low	High		Rain	Snow	Dry	Muddy
	70	77	Clear Pt. Cldy Cloudy	None	PM		X

Contractors on site (include no. of personnel per contractor) Visu Sewer - Grout crew: 2 workers

Other personnel on site:

Purpose:

Work observation report, comments:

Grouting crew set up on line 34-53 to 34-52.

Once set up, crew grouted 5 Laterals in line.

- Prep crew should be back tomorrow.

BID ITEMS:

#10 - Grout Sanitary Sewer Service = 5 Laterals





Client: \_\_\_\_\_ Project #: \_\_\_\_\_  
Project: \_\_\_\_\_ Page: 2 of 2  
Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

## Construction Observation Report

**Work observation report, comments (continued):**

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

**Sketch:**

Upstream MH: 34-53  
Downstream MH: 34-52

0009.9 F

00.5psi

06:53a

11:27:32 AM / 10-17-2022



[130' 2"]



11:35:51 AM / 10-17-2022



[131' 8"]



11:29:01 AM / 10-17-2022



[132' 6"]
















# MEMORANDUM

Date: February 9, 2023

To: Parks and Recreation Advisory Committee  
Finance Committee  
Village Board

From: Ryan Schmidt, P.E.   
Village Engineer

Re: Maple Park Sidewalk and Open-Air Shelter Cost Analysis

---

## Background Information

As part of the 2022 budget, \$40,000 dollars was set aside as part of the CIP plan for the extension of sidewalk and installation of an open-air shelter at Maple Park. These funds come directly from Park Impact Fees and were to be utilized in 2022. A recommendation was made to go out for proposals to purchase and install the structure as well as install sidewalk in the park in October 2022. The 20' x 28' shelter has since been purchased in 2022 for \$21,108. The shelter is built using concrete bases, tubular steel columns, laminated wood beams, 2x8 tongue and groove decking, and a metal roof. During that time, staff has worked with contractors to get pricing on the shelter installation (labor) and the proposed concrete sidewalk.

The final cost proposals for the shelter installation are as follows:

- **J.W. and Sons LLC: \$9,100.00**
- Deck It Out Builders: \$15,200.00
- Carbide Carpentry: \$15,650.00

The final costs for the concrete installation were broken down into two alternatives; to install concrete from both sides of the park to the shelter and to only install concrete under the shelter and on the east side of the park. The breakdown is as follows:

- **Pete's Crete LLC: Whole Project: \$23,076.00 East Side and Slab: \$12,015.00**
- G.I. Concrete: Whole Project: \$26,281.00 East Side and Slab: \$13,683.75
- Wandel Contractors: Whole Project: \$40,870.16 East Side and Slab: \$24,884.40

Based on the above costs and the current Park Impact Fees dedicated for the project, the Village cannot install the shelter and the sidewalk on the eastern portion of the site within the \$40,000 budget. Based on the two lowest contractors, we have the following numbers to work with:

- Purchase Shelter, Install Shelter, and Construct Full Length Sidewalk.
  - **\$53,284.00**
- Purchase Shelter, Install Shelter, and Construct East Sidewalk Only.
  - **\$42,223.00**

To complete the vision of the park and install the sidewalk in any capacity, the Parks Advisory Committee will need to recommend to the Finance Committee and the Village Board to authorize the use of additional Park Impact Fees. The committee will need to decide whether or not to provide an additional \$5,000 for completing the smaller portion of the project, or \$15,000 for the full site completion. A contingency has been added in the numbers requested. The total cost for concrete does not exceed the threshold for public bidding and allows the Village the perform the work within the Village's procurement policy.

If the Park Advisory Committee is in favor of extending the sidewalk in both directions and completing the entire project, a motion is needed as recommended below. If the Parks Committee believes that the east walk is satisfactory and serves the need of the community, a motion will still be needed to request additional funds, but for only the \$5,000 total.

### **Staff Recommendation**

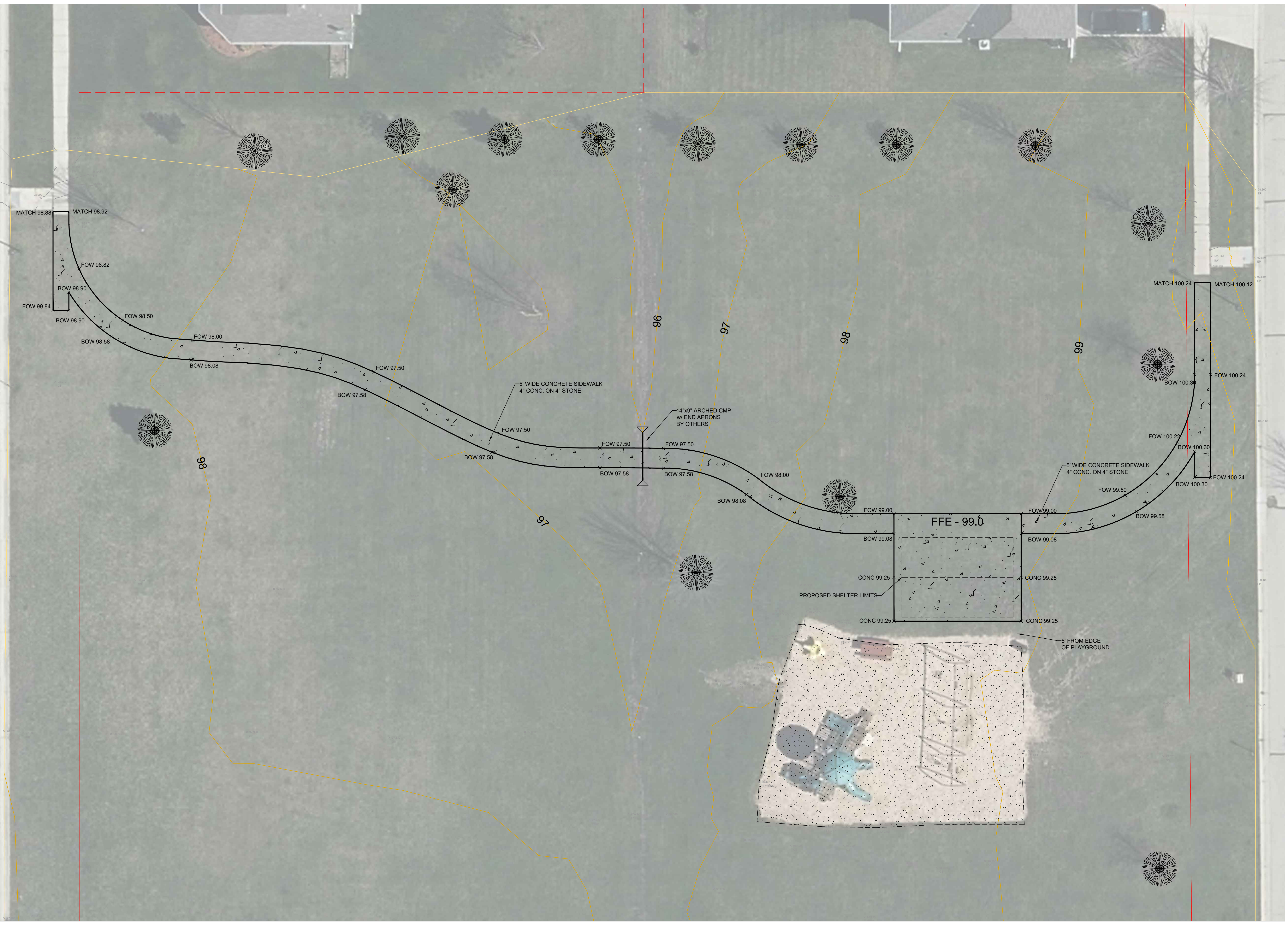
**PARKS - Move to recommend to the Finance Committee and Village Board to authorize the expenditure of an additional \$15,000 in Park Impact Fees at Maple Park for the installation of concrete pedestrian path connecting both the east and west sides of the park to the new shelter.**

**FINANCE – Move to authorize the expenditure of an additional \$15,000 in Park Impact Fees at Maple Park for the installation of a concrete pedestrian path connecting both the east and west sides of the park to the new shelter.**



Village of Caledonia  
 5043 Chester Lane  
 Racine, WI 53402  
 P: 262-835-4451  
 F: 262-835-2288

PROPOSED PLANS FOR  
**MAPLE PARK**  
 SIDEWALK EXTENSION  
 ELLIS / BANNOCH / SINA



NO.	INITIALS	DATE	REVISION/ISSUE	DESCRIPTION
		11/10/2022		

VILLAGE OF CALEDONIA ENGINEERING		
	INIT.	DATE
SURVEYED BY	----	11/10/2022
DRAWN BY	----	11/10/2022
DESIGNED BY	----	11/10/2022
CHECKED BY	----	11/10/2022

HORIZ. SCALE: 1:10  
 VERTICAL SCALE: --

SHEET NUMBER  
**1.0**