

**Village of Caledonia Utility District Meeting
March 1, 2023**

- 1. Meeting Called to Order** – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, March 1, 2023. The meeting was called to order by President Howard Stacey at 6:00pm.
- 2. Roll Call** – Those present were President Howard Stacey, Commissioners Michael Pirk, Robert Kaplan, John Strack and Trustee Wishau. Commissioner Minto was excused and Commissioner Ruffalo was absent. Also, present were Utility Operations Supervisor Robert Lui, and Public Services Director Anthony Bunkelman.
- 3. Approval of Minutes**
 - a. Upon a motion by Commissioner Pirk and seconded by Commissioner Kaplan, the Commission approved the minutes from the Utility District's previous regular meeting held February 1, 2023. A copy of the minutes has been furnished to each Commissioner. **Motion carried.**
- 4. Citizens Comments**

None
- 5. Communications and Announcements**
 - a. **Racine Water Utility Agenda & Minutes**

The Commission looked over the agenda and minutes from the February 15th 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 February 15th meeting of the Racine Wastewater Utility. Director Bunkelman gave a brief summary of the action taken by the Utility.
 - c. **Utility Operator Staffing Update**

Director Bunkelman informed the Commission that an offer was made to a candidate and the offer was turned down. The Positions will be reposted.
- 6. Approval of O&M Bills**
 - a. Trustee Wishau moved to approve the Sewer Utility Invoices in the amount of \$1,034,793.91. Seconded by Commissioner Pirk. **Motion carried.**
 - b. Trustee Wishau moved to approve the Water Utility Invoices in the amount of \$573,126.31. Seconded by Commissioner Pirk. **Motion carried.**
 - c. Trustee Wishau moved to approve the Storm Water Utility Invoices in the amount of \$219,262.03. Seconded by Commissioner Pirk. **Motion carried.**

7. Project Updates

a. Construction Contract Status

The current contract statuses were shared with the Commissioners.

b. Riverbend Lift Station Safety Site, Lift Station & Forcemain Upgrade

Looking to wrap up the Facility Plan so that it can be reviewed by staff. Once reviewed, it will be submitted to the DNR and then look to schedule a Public Hearing.

c. Annual Televising Program – Sanitary Sewer

Will continue to perform repairs that staff can perform.

d. Water Impact Fee / Sewer Connection Fee Update

Reviewing information received.

e. Hoods Creek Attenuation Basin Expansion

Mechanical work continues. Testing of pumps and Scada system ongoing. Substantial completion approximately early June. Received draft of grading plan for stockpile to be spread on adjacent lots. Will be reviewing.

f. Central Lift Station Safety Site & Attenuation Basin

Design continues. Proposed to be bid in December 2023 with Construction March 2024 – September 2025.

g. North Kremer Watermain Project

Processing 2 Change Orders for the Project. 1 covers various Time & Material changes necessary. The 2nd covers miscellaneous quantities for work performed on the contract. Awaiting Final Pay Request.

h. Dominican Lift Station Rehab Project

Pump was delivered on February 7th. Pump installed and testing has begun.

i. Concord Apartments Meter Vault

Awaiting Spring for Final Restoration and Final Pay Request.

j. Washington Meadows Watermain

Reesman's will be restarting the project on February 27th. Notices have been sent to residents to inform them of the updated schedule.

k. TID #4 Elevated Storage Tank & Adams Road Watermain

Design continues.

l. Hoods Creek – Aldebaran Brushing Project

Left message with Contractor about starting work.

m. Douglas Avenue – OMG Ditch Project

Grading of Channel completed. Excavated material was hauled to Crawford Park for the start of the sledding hill.

n. Turtle Creek Restoration

Southern Wisconsin Appraisal scheduling meetings for appraisals.

o. Westview Village Storm Improvements

Contractor completed work. Will need to perform any final restoration / touch up in Spring. Will need to process a Change Order for time when received.

8. Action Items

a. Authorization of Signatures – Bluffside Development Agreement

Trustee Wishau moved to authorize the President and Secretary of the Caledonia Utility District to execute the Development Agreement for Bluffside. Seconded by Commissioner Pirk. **Motion carried.**

b. Change Order #2 – STH 32 Stream Restoration Project

Commissioner Kaplan moved to approve Change Order #2 in the amount of \$2,609.29 for the STH 32 Stream Restoration Project. Seconded by Commissioner Strack. **Motion carried.**

c. Change Order #2 – North Kremer Watermain Project

Commissioner Pirk moved to approve Change Order #2 in the amount of \$28,297.32 for the North Kremer Watermain Improvements Project. Seconded by Trustee Wishau. **Motion carried.**

d. Change Order #3 – North Kremer Watermain Project

Trustee Wishau moved to approve Change Order #3 in the amount of \$15,026.82 for the North Kremer Watermain Improvements Project. Seconded by Commissioner Kaplan. **Motion carried.**

e. Change Order #4 - North Kremer Watermain Project

Commissioner Kaplan moved to approve Change Order #4 in the amount of \$38,771.67 for the North Kremer Watermain Improvements Project. Seconded by Commissioner Pirk. **Motion carried.**

f. Utility Operator in Training Step Incentive Structure & Utility Operator Step Incentive Structure

Director Bunkelman shared with the Commission a Resolution that was presented and approved at the Village Board meeting on February 28th. The Resolution would provide a Step program for the Operators in Training and the Operators. When the Operators in Training obtain the necessary certifications, they receive a wage increase. This makes the position more attractive and hopefully will provide additional candidates. When the Operators achieve various years of service they would receive a wage increase. This would again make the position more attractive and retain the employee.

9. Adjournment

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

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