

**Village of Caledonia Utility District Meeting
December 6, 2023**

- 1. Meeting Called to Order** – The Regular Meeting of the Village of Caledonia Utility District was held on Wednesday, December 6, 2023. The meeting was called to order by President Howard Stacey at 6:00 pm.
- 2. Roll Call** – Those present were President Howard Stacey, Commissioners Robert Kaplan, Dave Ruffalo and Trustee Lee Wishau. Commissioner John Strack was excused. Also, present was Public Services Director Anthony Bunkelman.
- 3. Approval of Minutes**
 - a. Upon a motion by Trustee Wishau and seconded by Commissioner Kaplan, the Commission approved the minutes from the Utility District's previous regular meeting held November 1, 2023. **Motion carried.**
- 4. Citizens Comments**
- 5. Communications & Announcements**
 - a. **Racine Water Utility Agenda & Minutes**

The Commission looked over the agenda and minutes from the November 21st meeting of the Racine Water Utility. Director Bunkelman gave a brief summary of the meeting.
 - b. **Racine Wastewater Utility Agenda & Minutes**

The Commission looked over the agenda and minutes from the November 21st meeting of the Racine Wastewater Utility. Director Bunkelman gave a brief summary of the meeting.
 - c. **Utility Operator Staffing Update**

Director Bunkelman indicated that the open position would need to be reposted because the last posting did not provide any viable candidates.
- 6. Approval of O&M Bills**
 - a. Trustee Wishau moved to approve the Sewer Utility Invoices in the amount of \$442,467.74 from the December 1 invoice list. Seconded by Commissioner Kaplan. **Motion carried.**
 - b. Trustee Wishau moved to approve the Water Utility Invoices in the amount of \$26,673.31 from the December 1 invoice list. Seconded by Commissioner Kaplan. **Motion carried.**
 - c. Trustee Wishau moved to approve the Storm Water Utility Invoices in the amount of \$8,006.67 from the December 1 invoice list. Seconded by Commissioner Ruffalo. **Motion carried.**

7. Project Updates

a. Construction Contract Status

The last contract is being wrapped up with this meeting.

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

Looking to wrap up the Facility Plan to have it reviewed by staff. Once reviewed will submit it to DNR and look to schedule a Public Hearing.

c. Annual Televising Program – Sanitary Sewer

Continue to perform repairs that staff can perform.

d. Water Impact Fee / Sewer Connection Fee Update

The Committee of the Whole, at their November 28 meeting, approved and recommended forwarding the REU Ratio table to the Village Board for Approval. This item will be on the Village Board on December 12.

e. Central Lift Station Safety Site & Attenuation Basin

The Committee of the Whole, at their November 28 meeting, approved and recommended forwarding to the Village Board the Sole Source purchase of the Air Release Valves for the forcemain. This item will be on the Village Board on December 12.

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

Elevated Tank Plans at DNR for approval. Awaiting any comments. Plan Commission and Village Board approved the entitlement process for the Elevated Storage Tank. Final Design meeting to be held soon.

g. Hoods Creek – Aldebaran Brushing Project

Contractor has expended the budget for 2023 and will continue work in 2024.

h. Douglas Avenue – OMG Ditch Project

Final work for restoration completed the first week of November. Change Order #3 on agenda for miscellaneous quantities. The Final Pay Request has been received and Final Acceptance is recommended.

i. Turtle Creek Restoration

Southern Wisconsin Appraisal meeting with owners to discuss easement acquisition. Will be working with Great Lake Tree to remove some of the trees that are creating issues in the Klema Ditch. Discussed 2 properties with Southern Wisconsin Appraisal for various items. Will be providing appropriate easement documents when created.

8. Action Items

a. Authorization of Signatures – Professional Services Contract – Information & Education Program for Meeting the Department of Natural Resources Storm Water Permit Requirements – Root Pike WIN

Trustee Wishau moved to approve the Professional Services Contract with Root Pike Watershed Initiative Network for the Respect our Waters Storm Water Education and Outreach Program for 2 years with the not to exceed amount of \$9,088 and authorize the Public Services Director to execute the Contract. Seconded by Commissioner Kaplan. **Motion carried.**

b. Change Order #3 – STH 32 Stream Restoration Project

Commissioner Kaplan moved to approve Change Order #3 in the amount of \$9,653.00 for the STH 32 Stream Restoration Project. Seconded by Commissioner Ruffalo. **Motion carried.**

c. Final Acceptance – STH 32 Stream Restoration Project

Commissioner Kaplan moved to recommend Final Acceptance of the STH 32 Stream Restoration Project. Seconded by Commissioner Ruffalo. **Motion carried.**

d. Utility Acceptance – Caledonia Corporate Park – TI Investors of Caledonia LLC

Commissioner Kaplan moved to accept the Sanitary Sewer, Sanitary Sewer Laterals, Watermain, Water Laterals, and Storm Water Facilities for the Caledonia Corporate Park subject to a satisfactory review of the Asbuilts and the execution of the Storm Water Pond Easements. Seconded by Trustee Wishau. **Motion carried.**

e. January 2024 Commission Meeting

The January 2024 meeting of the Caledonia Utility District will be held Thursday January 11, 2024.

f. Discussion – 6243 Charles Street – Utility Bill Concern

The owner of 6243 Charles Street, Jody Kardos, was present and stated that she does not feel that she is being billed equitably. The property at 6243 Charles Street is billed for 2 units of sewer.

Ms. Kardos incorporated living space in her recently constructed, detached garage. Ms. Kardos was informed prior to constructing the garage that if she created living space in the garage, she was going to be charged for 2 units of sewer. Ms. Kardos is now petitioning the Commission to reduce her sewer units back to 1. Ms. Kardos referred to the Ordinance having a range of 1 to 2 units for a Garage. She also feels that the Garage reference in the Ordinance is for a commercial business.

Director Bunkelman indicated that he was aware of 2 instances of owners creating living space in their garages.

The Commission requested that information be pulled from Workhorse for similar situations and then they will consider it at the January Commission meeting.

9. Adjournment

Upon a motion by Trustee Wishau and seconded by Commissioner Kaplan, the Commission moved to adjourn the regular meeting at 6:55 pm. **Motion carried.**

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