

**SANITARY DISTRICT NO. 1 COMMISSIONERS MEETING
TOWN OF WILSON, SHEBOYGAN COUNTY, WISCONSIN
MINUTES OF July 20th, 2020**

CALL TO ORDER & DECLARATION OF OPEN MEETING: President Ehmann called the Sanitary District No.1 Commissioners Meeting to order at 5:30 p.m. Posting in accordance with open meeting law was confirmed by affidavit of posting and the meeting was declared an open meeting. Meeting was held via Zoom which complies with open meeting laws. Public comment session was removed from the meeting agenda to facilitate the zoom platform.

PRESENT: President John Ehmann, Commissioners Tom Stoelb, Nancy DesJardins, Matthew Fore and Brian Hoffmann present. Also in attendance: Secretary Julie Wicker, Sanitary Administrator Karen Bollwahn, Treasurer Kari Mooney, Town Engineer Scott Schramm, Technicians Tom Sanville and Otis Kiehl.

NEW BUSINESS / APPOINTMENTS:

1. **Approval of draft minutes for July 6th, 2020** - Motion by Stoelb, second by DesJardins, to approve the draft minutes for July 6th, 2020, All Commissioners voted aye. Motion carried.
2. **Discussion and possible action regarding Lakeshore Lift station pump 3 replacement** – Previous discussion had happened on this project, and President Ehmann mentioned he was questioning whether this was the time to move on this based on future projects. He requested Schramm share some background and his thoughts on this matter. Schramm had spoken with Sanville earlier in the day to touch base on the project and shared the following thoughts: Pump 3 is the oldest of the pumps and starting to show wear and tear. Replacement of pump 3 gives a newer pump but doesn't add much to the flow of the pump station the way it is. Approximately 100 gal. per minute would be gained. In examining the pump station, what is hurting capacity more than the pumps is the 12 inch force main that pumps up to the treatment plant. There has been previous discussion of the City's interest in replacing the Pump station entirely. However, the City of Sheboygan made a commitment back in 1985 that when the time was right and the flow required it, the city would put in a second force main that has never been constructed. Schramm said the bigger issue is since pump 3 is not going to increase our flow it's imperative to get a commitment from the City to put in the second force main in the next couple of years at most. The city was proposing scrapping our Lakeshore Pump station which isn't very old and putting in a new pump station a few hundred feet away for millions of dollars. That simply doesn't make sense when what we really need is the second force main that was promised. Ehmann asked for a general estimate for the cost of a second force main in comparison to the 7 or 8 million for a new pump station. Schramm said as a total general cost it would be somewhere around one-eighth the cost. Ehmann ask how long the investment would last before a new pump station would be required. Schramm said the service area of the Lakeshore lift station was intended for south of Washington Avenue, East of 43 give or take, and a half mile or so south of County V. The City engineer was claiming the station was too small, however the pipe size is really what should change. The pump station size is more than adequate with a larger force main and upgraded mechanical piping. Sanville thanked Schramm for the complete summary of the issue. He mentioned that if the City were to add to the force main with an additional force main, the pumps would need upgrading to avoid the flow overrunning the pumps themselves. It would cost 7-10,000 to upgrade the impellers. Sanville mentioned his opinion is we should go for the repair. Kiehl pointed out the frequency that pump 3 needs to be cleaned out because the current impeller cannot grind like the newer styles can. Sanville agreed that the newer impeller style can grind much better. Ehmann asked Sanville if he felt it was worth the investment. Sanville said it is an even deal but also mentioned a new engineer working with the City that has different ideas on how to address the situation, including a counter proposal and perhaps the city would consider installing a larger more expensive pump than we were considering. Ehmann recommended getting together with the City to discuss this before making any decisions. He also said, the prudent thing to do would be to have the City honor the commitment they made in 1985 for the larger force main. It would be the best use of taxpayer dollars and the best road to take right now. Schramm concurred. Stoelb questioned whether an additional force main could easily handle increased capacity with the new City and Town additional subdivisions that are in the plans. Schramm agreed that in indeed would.

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Kiehl asked why the City's hand isn't being forced. Schramm said that the district will work with the City of Sheboygan to request for a commitment with a schedule to get an answer.

Hoffmann asked what the City's reason has been for not addressing this and questioned whether they even know about it or know what direction they are headed in. Schramm mentioned that the Rueckert study showed that a lot of our issues with flow down Weeden Creek is coming from Southpointe. Schramm believes that the City understands the bigger issues and may be held back by finances allocated to other projects. Ehmann recommends re-engaging with them and seeing what can come of it. Bollwahn questioned ownership; if the City were to build a new pump station. Schramm said if the district considers something with the city it needs to be addressed from the direction of the City "buying capacity", not taking ownership regarding either a pump or a pump station. Ehmann will work with Schramm and Bollwahn to get together with the City and this topic will be addressed again following those meetings.

3. **Discussion and possible action regarding Schinker Creek Lift Station and backup on Shircel Road** – Kiehl mentioned that a power feed wire broke at the Schinker Creek lift station. As Kiehl began investigating the backup he started at the backup and checked the manholes. The further away he got the fuller they were. When he got to the lift station he found that there was no power to the lift station. Her said it took 2 ½ hours with both pumps running to try to catch up. Kiehl questioned whether or not the sanitary workers are on call. Ehmann answered yes, of course they are. Kiehl mentioned that he hasn't been compensated for that since 1989. After a spirited discussion on whether this meeting was the appropriate time and place for this topic, Ehmann concluded that the team will work to remedy the situation. Kiehl asked for confirmation that this would be reflected in the record. Bollwahn directed to the complaint that was taken from the homeowner. Bollwahn mentioned that at the time of the power outage, our auto-dialer for emergencies was also not working properly and hadn't notified any staff of the outage. The owner had spent many hours with his family over the holiday weekend to clean up the basement and had indicated that he had to rip out carpet. After consulting with insurance and legal counsel she called the owner again requesting some receipts of the things that needed replacing. The owner said they had not really replaced anything yet, they did have some throw rugs and a lot of time invested. Fore suggested that we contact the owner again and ask him for an invoice that included manhours for cleanup and the rugs. DesJardins mentioned on a previous case that we covered the insurance deductible. Ehmann asked that we contact legal. Nancy mentioned that when it is a main that plugged it's the Town's responsibility. Ehmann mentioned it would be consistent with protocol that if the damages didn't exceed the homeowners insurance deductible and they were therefore not making a claim, that the town reimburse for what was damaged up to their insurance deductible. Kiehl added that he feels there should be a generator at Schinker Creek lift station. Fore asked if it is worth getting a quote for one. Kiehl said it would be \$25,000 to \$30,000. Kiehl said the backflow preventers in the newer homes must have helped because more people were at severe risk.
4. **Maintenance related issues as presented by Tom Sanville and/or Otis Kiehl** – No Report
5. **Reports:**
 - a. **Sanitary Administrator** – No report
 - b. **Treasurer** – Mooney indicated a typographical error in profit/loss comparison for clarification for the board. She also mentioned that the City billing was complete and the invoice was sent. Mooney mentioned Sanitary District No. 1 balance sheet, cash balances, and activity are all in written reports for the Board to view. Treasurer reported a significant bill was paid to the city of Sheboygan, and that payments for quarterly billing are coming in as expected.
 - c. **Secretary** – No report
- d. **Commissioners** – No Report
- e. **Sanitary District No. 1 Disbursements** - Motion by Stoelb, second by Hoffmann, to approve disbursements for 07/20/2020, check numbers 2927-2937 for \$4148.43 all members voted aye, motion carried.
- f. **Sanitary District No. 1 Payroll Disbursements** - Motion DesJardins, second by Stoelb, to approve

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- payroll direct deposit disbursements for 07/15/2020, for \$1449.40 all members voted aye, motion carried.
- g. **ADJOURN** - Motion by Fore, second by Stoelb, to adjourn at 6:13 p.m., all members voted aye, motion carried.

Minutes Respectfully Submitted by: Karen Bollwahn, Sanitary Administrator