

TOWN OF SHELBY Sanitary District #2 Minutes



DATE & TIME: June 14th, 2018 4:30pm

LOCATION: Town Hall, 2800 Ward Ave.

PRESENT: Chairman Bob Mueller, Commissioners Steve Lundsten and Kurt Knutson

ABSENT:

ALSO PRESENT: Carroll Vizecky/Administrator, Michelle Kind/Clerk, Tim Ehler Town Supervisor 5:17pm

Attendance List: Jeremy Tomesh, Josh Bohnert, and of SEH

1. Meeting called to order by Mueller at 4:41pm.
2. Motion by Knutson/Mueller to approve the minutes with corrections of the May 10th, 2018 – see attached. Motion carried.
3. Motion by Knutson/Lundsten to approve the Sewer Open Invoices from June 13th of \$5,868.18. Motion carried. Vizecky to review the Brown and Brown workers comp invoice with the District next meeting.
4. Motion by Knutson/Lundsten to approve the Water Open Invoices from June 13th of \$10,679.05. Motion carried.
5. Randy Sanford of SEH Engineering gave a presentation on the Sewer Agreement contract with City of La Crosse – see attached.
Vizecky to contact Mayor that we are in the process of reviewing reports and studies to have a better understanding of our usage and flow. Sanford noted he has requested assistance from the City Utility Manager Bernie Lenz on reports needed. Vizecky can review with Mayor Kabat if additional reports are needed. Sanford also attended the LAPC meeting on May 16th and will attend the next one. Sanford discussed metering lines, contract language, BOD's (suspended solids) and flow violation repercussions. ERU's of the City could be very different than Shelby as most City residents are hooked up to both water and sewer. Shelby residents could be hooked up to sewer only, water only, both or no services at all and we do not have a lot of Commercial properties, these can change the ERU averages.
Vizecky to invite area municipalities including City of Onalaska Rindfleish & Chilsen, City of La Crescent/Poellinger, Stanford, WTA (WI Town's Association), WWOA (WI Waste Water Operators Association), and Legal to review studies and sewer contracts to provide a better understanding of sewer costs and rates. Invitations to area municipalities that all have Municipal Sewer with the City can be added.
Knutson requested Vizecky due his due diligence to select a Legal team that has experience and is versed in Utility agreements, contract language, etc.
Ehler noted updates with the Boundary agreement and future development opportunities.

Vizecky noted different ways of funding projects including TID Districts. SEH inquired if there are any ties between the Boundary Agreement and the Sewer Contract. Ehler noted these are separate documents but they impact each other. Lundsten noted there may be additional sewer lines between the City and Shelby to tie into for increased capacity.

6. Josh Bohnert of SEH Engineering gave an overview of Master Water Distribution Plan – see attached. The maintenance checklist, pressure zones, future service opportunities, elevation challenges, short term and long-term schematics and capital improvements were discussed. SEH suggested being proactive on the maintenance instead of reactive to the list as well as DNR requests would be cost effective. Financials for the capital projects suggested and fire protection were discussed at length. Discussed held on a proactive approach to plan for the contingencies and age of the water supply lines would be beneficial to determine the life span of the well, pumps, reservoir, etc. SEH to provide copies of the large color water distribution packet to the Sanitary District Commissioners, Town Board, and Fire Chief.
7. Motion by Mueller/Lundsten to have Vizecky request SEH focus on the sewer agreement contract and have a review for the July 12th meeting. Time of meeting to be determined depending upon attendees and content needed to be discussed. Motion carried.
8. Motion by Mueller/Lundsten that items in the road right of way such as sprinklers will not be replaced as items are not to be placed there by residents at all so if anything was disturbed during the project it will not be replaced. Motion carried.
Discussion held on the timeline of the Hwy 33 project which was to be completed by June 1st and is still having landscaping items to complete by the Contractor. Landscaping items will be graded, top soil added, and seeded but no sod is available.
Kind noted Schlichenmeyer of Hwy 33 attended the Town Board meeting and was disappointed that the Hwy 33 Sanitary District water project has not yet completed the landscaping in front of her home. The dirt is substandard and the grass has not been replaced. She requested a timeline for replacement. Vizecky noted the construction company is working on finishing the landscaping to finish the project.

Meeting adjourned at 7:48pm.

Next scheduled meeting is Thursday, July 12th, 2018. No meeting June 28th.

Respectfully submitted,
Michelle Kind