

**Ledgeview Sanitary District #2 COMMISSION
MINUTES**

**Wednesday, February 2, 2022 at 4:30 PM
or as soon thereafter as possible
Ledgeview Community Center
Community Room
3700 Dickinson Road, De Pere, WI 54115**

The Ledgeview Sanitary District #2 Commission, held a meeting on Wednesday, February 2, 2022 at 4:30 p.m. at the Municipal Building located at 3700 Dickinson Road, De Pere, WI 54115.

CALL TO ORDER

The meeting was called to order by President Ken Geurts at 4:30pm.

ROLL CALL

Members present were President Ken Geurts and Commissioners Dennis Watermolen and Luann Pansier.

Staff present were Renae Peters (Clerk/ Treasurer), Greg Potts (Public Works Director), Andy Tenor (Water Operator), and Scott Brosteau (Engineer).

AGENDA APPROVAL

MOTION by Watermolen, seconded by Pansier to approve the agenda as posted. No further discussion. Motion carried in a voice vote unanimously.

APPROVAL OF MINUTES:

Motion made by Pansier, seconded by Watermolen to approve the District minutes from December 1, 2021 and the CBCWA Board minutes from December 15, 2021. No further discussion. Motion carried in a voice vote unanimously.

PUBLIC COMMENT: None.

PUBLIC HEARING: None

COMMUNICATIONS: The Commission reviewed the staff report submitted by Park & Rec Director Steph Schlag regarding the offer to purchase a portion of parcel D-191 for passive park use.

OLD BUSINESS:

1. **Water connection at 3307 Lime Kiln Rd.:** The Commission briefly discussed the results of the pressure and residual chlorine tests run by Tenor on the hydrant near the home and were satisfied that water service would be adequate. The homeowner, Mr. Schlag did not attend the meeting. The Commission decided to require connection to municipal water by the first quarter billing of 2022.

Motion made by Watermolen, seconded by Pansier to require the home at 3307 Lime Kiln Rd. to connect to water service no later than March 15, 2022. Motion carried in a voice vote unanimously.

NEW BUSINESS:

1. **Subway Grease Trap Waiver:** John Stoeger, the District's contracted FOG consultant, informed Potts that the new owner of the Subway restaurant, located at 502 Redbird Cr., was requesting a waiver/ variance to not install a grease trap. The previous owner was allowed an extension from installing a

trap due to the COVID pandemic. The current owner, Mr. Lentini, made a formal request to Potts citing internal cleaning procedures that would prevent grease from being disposed of into the sewer. However, the District's code requires all restaurants to have a grease trap. After discussing, the Commission made the decision to deny the request for a waiver to not install a grease trap.

Motion made by Geurts, seconded by Watermolen to deny the request for a waiver to not install a grease trap at the Subway restaurant located at 502 Redbird Cr. Motion carried in a voice vote unanimously.

2. **Purchase of Push Camera:** Potts made a request to the Commission for approval to purchase a push camera for use in the sanitary sewer and stormwater lines within the Town. Public Works currently borrows or rents a camera when needed which is costly and not always available. The camera will be used to find and provide proof of sinkholes, leaks, and damage to pipes. Two bids were obtained with the lower being from En Veriplus Profor the amount of \$10,823.00. The Sewer and Stormwater funds will share the cost equally.

Motion made by Pansier, seconded by Geurts to approve the request to purchase a push camera for a cost to the sewer fund of \$5,411.50. Motion carried in a voice vote unanimously.

3. **Request to the Town Board for a transfer of ARPA-SLFR funds:** The Town was allocated \$849,071.32 in Federal American Rescue Plan Act funds to be used in four possible ways outlined by the Federal government. One of the approved uses is water, sewer and broadband infrastructure. Staff brainstormed projects and ideas that could be accomplished with the ARPA funding. Two District projects stood out, water extensions to loop mains on both Cottonwood Ln. and Bower Creek Rd. At their January 18th meeting, the Town Board discussed these and other projects and requested that a formal request be made by the Commission to the Town Board for a transfer of funds. The Commission reviewed maps and materials supplied by staff and wished to move forward with the request for a transfer of funds.

Motion made by Geurts, seconded by Pansier to request the transfer of ARPA funds to the District for the purpose of extending water mains on Cottonwood Ln. and Bower Creek Rd. Motion carried in a voice vote unanimously.

MEAD & HUNT, INC.:

1. **2022 Rates:** Brosteau presented the Commission with the 2022 engineering and planning rates. The rates are an increase of 3.8 to 3.9% from the 2021 rates.

Motion made by Watermolen, seconded by Pansier to approve the proposed 2022 rates. Motion carried in a voice vote unanimously.

2. **Updates:** Brosteau has been working on the ARPA funds project list and estimated costs. The Commission will have to discuss preliminary special assessment policies for the Cottonwood Ln. and Bower Creek Rd. projects.

STAFF REPORTS:

1. **Public Works Director/ Water Operator:** Potts submitted a written report and gave a brief summary of the items including the ice rink, Ledgeview supplying water to rural fire departments, reservoir inspection bid opening and MPU's faulty meter.
2. **Clerk/ Treasurer:** Peters submitted a written report and reminded the Commission that the annual audit would begin the following week. Tax collection is almost finished and was a success.

VOUCHERS: Motion made by Watermolen, seconded by Geurts to approve payments made since December 1, 2021. Motion carried in a voice vote unanimously.

ADJOURNMENT:

MOTION by Watermolen, seconded by Geurts adjourn. No further discussion. Motion carried in a voice vote unanimously. Meeting adjourned at 5:48pm.

Respectfully submitted,



Renae Peters, Clerk/ Treasurer
Ledgeview Sanitary District #2, Brown County, WI

Approved at the March 2, 2022 Sanitary District Meeting
Approved at the March 7, 2022 Town Board