



SANITARY DISTRICT #2 COMMISSION MINUTES
WEDNESDAY, October 4, 2023 at 3:00 p.m.
Ledgeview Community Center
3700 Dickinson Road, De Pere, WI 54115

A. CALL TO ORDER

The meeting was called to order by President Ken Geurts at 3:00 p.m.

B. ROLL CALL

Members present were President Ken Geurts and Commissioners Dennis Watermolen and Luann Pansier. Staff present were Clerk/ Treasurer Renae Peters, Public Works Director Greg Potts, Water Operator Andy Tenor and Engineer Scott Brosteau.

C. AGENDA APPROVAL

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

D. APPROVAL OF THE MINUTES

Motion made by Pansier to approve the August 2, 2023 Sanitary District minutes as written, **seconded by Watermolen**. No further discussion. Motion carried in a voice vote, unanimously. **Motion made by Watermolen** to approve the July 26, 2023 CBCWA minutes as written, **seconded by Geurts**. No further discussion. Motion carried in a voice vote, unanimously.

E. PRESENTATION: Nic Sparacio, director of the Central Brown County Water Authority, gave a presentation on the 2024 CBCWA budget. The presentation included information about the history of the Authority, 2023 accomplishments, 2024 revenues and expenses and capital items. Mr. Sparacio also spoke about the Emergency Back-up Supply Study and the financial health of the Authority.

F. OLD BUSINESS: None

G. NEW BUSINESS:

1. **Bel Gioioso Private Maintenance Agreement:** Since Bel Gioioso Cheese is constructing an addition to its building, a new maintenance agreement is required for the water and sewer infrastructure on their private property.

Motion made by Pansier to approve the private maintenance agreement with Bel Gioioso Cheese. **Motion seconded by Watermolen**. No further discussion. Motion carried in a voice vote unanimously.

2. **Water Master Plan Final Draft:** Brosteau stated that only minor changes have been made to the draft plan such as updated hydrant flows and nodes. The Commission commented on low 2021 flows. Staff replied that leaks had been found and repaired contributing to lower consumption.

Motion made by Geurts to approve the 2023 Water Master Plan. **Motion seconded by Pansier**. No further discussion. Motion carried in a voice vote unanimously.

H. MEAD & HUNT, INC.:

1. **Pay Request:** The Commission reviewed the final pay request for contract A-2022 for the Dedicated Repair Watermain extension.

Motion made by Geurts to approve the final pay request for contract A-2022 in the amount of \$20,301.12. **Motion seconded by Watermolen**. No further discussion. Motion carried in a voice vote unanimously.

I. STAFF REPORT:

1. **Public Works Director / Water Operator:** Potts updated the Commission on the issues regarding LW1 and its computer monitoring, valve operating, the purchase of a sewer flow meter and the purchase of a used generator for emergency water plans. The crew is out flushing hydrants.
2. **Clerk / Treasurer:** Peters reviewed her report and updated the Commission on CIP, 3rd quarter billing and 2024 budget. The Commission set the date for the 2024 budget hearing as October 26, 2023 at 4:30pm.

J. APPROVAL OF VOUCHERS:

Motion made by Geurts to approve the vouchers since August 2, 2023, **seconded by Watermolen**. No further discussion. Motion carried unanimously in a voice vote.

K. ADJOURNMENT:

Motion made by Watermolen to adjourn, **seconded by Geurts**. No further discussion. Motion carried in a voice vote unanimously. Meeting adjourned at 3:58pm.

Next Regular Meeting: WEDNESDAY, OCTOBER 26, 2023

Respectfully submitted,

Renaë Peters

Renaë Peters, Sanitary District #2 Clerk / Treasurer
Town of Ledgeview, Brown County, WI

Approved at the October 26, 2023 Sanitary District Meeting.
Approved at the November 21, 2023 Town Board Meeting.