



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2934
Fax: 262-242-9655

www.ci.mequon.wi.us

Public Works/Engineering
Taped and Televised

SEWER UTILITY DISTRICT COMMISSION
Tuesday, May 14, 2024
7:30 PM or immediately following the Mequon Municipal Water Commission
Christine Nuernberg Hall

Agenda

- 1) Call to Order, Roll Call
- 2) Approval of Meeting Minutes
Action requested: review and approve
 - a. October 30, 2023, Minutes
 - b. November 14, 2023, Minutes
- 3) Resolutions
Action requested: review and recommend approval
 - a. **RESOLUTION 4124** A Resolution Denying the Request for a Sanitary Service Deferral Agreement for the Property Located at 10056 North Cedarburg Road
 - b. **RESOLUTION 4125** A Resolution Authorizing the Designation of 2010 West Ranch Road as the Replacement Site Location for the Construction of Lift Station E (Ranch Road)
- 4) Adjourn

Dated: May 14, 2024

/s/ Andrew Nerbun, Mayor

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the City Administrator's Office at 262-236-2941, Monday through Friday, 8:00 AM – 4:30 PM



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SEWER UTILITY DISTRICT COMMISSION
Monday, October 30, 2023
6:30 PM
Christine Nuernberg Hall

Minutes

1) Call to Order, Roll Call

Meeting was called to order at 6:45 PM.

Present:

Commissioner Andrew Nerbun
 Commissioner Kelly Tolocko
 Commissioner Dale Mayr
 Commissioner Jeffrey Hansher
 Commissioner Gregg Bach
 Commissioner Brian Parrish
 Commissioner Kathleen Schneider
 Commissioner William Gebhardt
 Commissioner Robert Strzelczyk -- **Excused**

Also present: City Administrator Jones, Director of Public Works/City Engineering Lundeen, Finance Director Engroff, Assistant Finance Director Keyser, and Administrative Assistant Schlereth.

2) Approval of Meeting Minutes

a. October 10, 2023, Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Commissioner Bach
SECONDED BY: Commissioner Mayr

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt
NOT PRESENT: Strzelczyk

Attachment: 10-30-23 Sewer Minutes (9365 : October 30, 2023 Minutes)

3) Resolutions and Discussion Items

- a. **RESOLUTION 4076** A Resolution Amending City of Mequon Financial Policy Statement 3: Reserve Requirements to Include the City of Mequon Sewer Utility

The Commission discussed the minimum range for the policy and its impact on the City's bond rating.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Commissioner Gebhardt
SECONDED BY: Commissioner Hansher

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt
NOT PRESENT: Strzelczyk

- b. **RESOLUTION 4077** A Resolution Reassigning Undesignated Cash Reserves of \$1,950,000 within the Sewer Utility Fund to One-Time Capital Projects, in Accordance with City of Mequon Financial Policy Statement 3: Reserve Requirements

The Commission discussed the value of the reassignment as compared to the minimum requirements of the policy, based upon Finance Department projections.

- c. Confirmation of Source Revenue for Capital Funding in the FY2024 Budget

Director Lundeen provided an overview of the cash flow analysis and the projected 5-year capital improvement program. Based on current projections the City would have sufficient funds for 2024 if the staff recommended increases were not approved by the Commission. If the Lift Station E project cost were not split between two years, there would be a deficit projected for 2024.

Director Engroff noted Table 4 does not include the \$1.95M in reassigned undesignated cash reserves. Figuring the \$1.95M to Table 4 brings the projected 2025 deficit down to \$2,359,253.

The Commission discussed the number of residents that report a basement backup each year, as well as whether that is an accurate representation of the number of residents who are impacted by a basement backup. Director Lundeen could not represent the number of customers within the Lift Station E sewershed, further noting that the service area includes several other lift stations that ultimately flow to Lift Station E.

Director Engroff reviewed the Municipal Levy Limit Worksheet submitted yearly to the Wisconsin Department of Revenue. Historically the City has always used the minimum claim amount to determine what the capacity will be. The City could go up to the max claim amount, that would include non-recurring expenditures. The City could only use this amount to pay for one-time purchases because as the debt is paid the max claim amount goes down.

The Commission further discussed how reevaluation of the five-year plan projects, timing and rates could be adjusted accordingly to try and avoid borrowing in 2024 and 2025.

RESULT: **Approved by Roll Call Vote [Unanimous]**
MOVED BY: Commissioner Gebhardt
SECONDED BY: Commissioner Bach

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt
NOT PRESENT: Strzelczyk

d. **RESOLUTION 4078** A Resolution Adopting the Fiscal Year 2024 Sanitary Sewer Utility Budget and Establishing the 2024 Sanitary Sewer User Fee Schedule

RESULT: **Approved by Roll Call Vote [Unanimous]**
MOVED BY: Commissioner Parrish
SECONDED BY: Commissioner Gebhardt

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt
NOT PRESENT: Strzelczyk

4) Adjourn

a. Motion to Adjourn at 7:43 PM

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Commissioner Mayr
SECONDED BY: Commissioner Schneider

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt
NOT PRESENT: Strzelczyk

Respectfully Submitted,

Ren Schlereth
Administrative Assistant

Attachment: 10-30-23 Sewer Minutes (9365 : October 30, 2023 Minutes)



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SEWER UTILITY DISTRICT COMMISSION
Tuesday, November 14, 2023
7:30 PM
Christine Nuernberg Hall

Minutes

1) Call to Order, Roll Call

Meeting called to order at 7:34 PM

Present:

Commissioner Andrew Nerbun
 Commissioner Robert Strzelczyk
 Commissioner Kelly Tolocko
 Commissioner Dale Mayr
 Commissioner Jeffrey Hansher
 Commissioner Gregg Bach
 Commissioner Brian Parrish
 Commissioner Kathleen Schneider
 Commissioner William Gebhardt

Also present: City Administrator Jones, Assistant City Administrator Schoenemann, City Attorney Sajdak, City Clerk Fochs, Fire Chief David Bialk, Police Chief Patrick Pryor, Finance Director Engroff, Director of Public Works/City Engineering Lundeen, Director of Community Development Tollefson, Assistant Director of Community Development Zader, Administrative Assistant Schlereth, press and interested public.

2) Approval of Meeting Minutes

a. October 30, 2023, Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Commissioner Mayr
SECONDED BY: Commissioner Gebhardt

AYES: Nerbun, Strzelczyk, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

Attachment: 11-14-2023 Sewer Minutes (9366 : November 14, 2023 Minutes)

3) Ordinances

Action requested: review and recommend approval

1. **ORDINANCE 2023-1656** An Ordinance Appropriating the Necessary Funds from the City of Mequon's Sewer Utility District for the Year 2024 for Capital Charge Payments to the Milwaukee Metropolitan Sewerage District (MMSD) and City of Mequon Capital Debt Service Requirements

RESULT: Approved by Roll Call Vote [Unanimous]
MOVED BY: Commissioner Mayr
SECONDED BY: Commissioner Schneider

AYES: Nerbun, Strzelczyk, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

4) Resolutions

Action requested: review and recommend approval

- a. **RESOLUTION 4093** A Resolution Ratifying an Estimated Final Contract Amount of \$55,000 with S.E.H. of Sheboygan, Wisconsin, for Inspection Services in Connection with the Tamerlane Drive Lift Station O Parallel Sanitary Force Main and Pump Replacement Projects

RESULT: Approved by Roll Call Vote [Unanimous]
MOVED BY: Commissioner Mayr
SECONDED BY: Commissioner Gebhardt

AYES: Nerbun, Strzelczyk, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

5) Adjourn

Respectfully Submitted,

Ren Schlereth
 Administrative Assistant



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Office of Engineering

TO: Sewer Utility District Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: May 14, 2024
SUBJECT: RESOLUTION 4124 A Resolution Denying the Request for a Sanitary Service Deferral Agreement for the Property Located at 10056 North Cedarburg Road

Background

The property owner at 10056 North Cedarburg Road is under orders from Ozaukee County to replace the private onsite wastewater treatment system on the property (see attached letter). The County violation is due to the existing private system being a conventional system located in the floodplain. In order to maintain a private system on the property, the system would need to be a floodproofed holding tank, and it would require a deferral from public sanitary sewer connection. The property is located within the City of Mequon Sewer Service Area and a lateral is extended to the property line.

Subsequently, the property owner has requested a deferral to the public sanitary connection requirement (see attached letter).

Analysis

City of Mequon Code of Ordinances Section 58-600(e) establishes that construction of residential or business structures on a lot located within 200 feet of a City sewer line requires connection to the sewer line if legally possible and practicable. As noted, a sewer line is located within 200 feet of the City sewer line, and a lateral is extended to the property.

In general, sanitary sewer connection deferrals are only granted where a City sewer line is not yet available, but is anticipated to be available in the future, or for properties where no sewer service is intended, but per WDNR or MMSD rules, the property cannot be removed from the Sewer Service Area.

Staff is recommending denial of the property owners' request for a deferral on the basis that sanitary sewer connection is both legally possible and practical, and that the lateral extension to the property is a clear indication of the intent for the property to be connected to the public system.

If the Sewer Utility District Commission or the Common Council recommends authorization of the deferral, it shall be subject to the City's standard Sanitary Service Deferral Agreement (template attached), which requires the continued payment of the sewer tax.

Fiscal Impact

The property is currently subject to the sewer tax, absent a connection. The property will continue to be subject to the sewer tax, even if a deferral is granted.

The Sewer Utility previously extended sewer to the property line, therefore there is no further cost impact to the Sewer Utility. If connection is required, the property owner would also become a sewer customer, paying quarterly sewer bills.

Recommendation

A recommendation is forthcoming from the Sewer Utility District Commission on May 14, 2024.

Attachments:

Violation Letter Cedarburg Road Final Notice (PDF)

Letter of Deferral Request (PDF)

Sanitary Deferral Agreement_Template (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4124

A Resolution Denying the Request for a Sanitary Service Deferral Agreement for the Property
Located at 10056 North Cedarburg Road

RECITALS

A. The City of Mequon Code of Ordinances Section 58-600(e) establishes that construction of residential or business structures on a lot located within 200 feet of a City sewer line requires connection to the sewer line, if legally possible and practicable.

B. On June 9, 2022, the property owner of 10056 North Cedarburg Road, was issued a final notice of ordinance violation and required to replace the failed private onsite wastewater treatment system.

C. The property owner requested a deferral of the sanitary sewer connection for the property.

D. The property is located within 200 feet of a City sewer line and a lateral is extended to the property line.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that the request for the sanitary sewer service deferral at 10056 North Cedarburg Road is denied.

Approved by: Andrew Nerbun, Mayor

Date Approved: May 14, 2024

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on May 14, 2024.

Caroline Fochs, City Clerk



Land & Water Management

FINAL NOTICE OF ORDINANCE VIOLATION

WILLIAM A WISTH
ARTHUR BORES
12539 N ISLAND DR
MEQUON, WI 53092

Violation # SV 354
Date: 6/9/2022
Parcel # 140501204000

RE: 10056 N CEDARBURG ROAD, SE1/4 of the NE1/4 of Section 35 T9-R21, City of Mequon

Dear Property Owner(s):

It has been brought to the attention of this department, through a municipal complaint filed for the above address, that your property is in violation of the Ozaukee County Sanitation & Health Ordinance. The violation involves the placement/maintenance of POWTS on floodlands within the County.

9.031(1)(b) Violations. Every POWTS placed or maintained on floodlands in violation of this ordinance is a public nuisance; and the creation thereof may be enjoined and the maintenance thereof may be abated by action at suit of the state, county, or any citizen thereof.

9.024(5) Sanitary Permit, License, and Fees. No POWTS or parts thereof, including pumps, hoses, or siphons, shall hereafter be located, placed, installed, or constructed without a sanitary permit and/or without full compliance with provisions of this ordinance and all other applicable local, county, and state regulations.

9.031(1) Violation. It shall be unlawful to construct any POWTS or use any POWTS, land, or water in violation of any of the provisions of this ordinance.

9.011(2) Remedial Action. Whenever an order of the Director of Land & Water Management has not been complied with within thirty (30) days after written notice has been mailed to the owner, resident, agent, or occupant of the premises, the Ozaukee County Board of Supervisors, Ozaukee County Natural Resources Committee, or the Director of Land & Water Management may institute appropriate legal action or proceeding to prohibit the owner, resident, agent, or occupant of the premises from the use of such private water supply or private onsite wastewater treatment system until such order is complied with.

9.032(1) Penalties, Sanitary Code. Owner(s) or Occupant(s) who fail to comply with the provisions of this sanitary ordinance or who permit the continued use of premises or buildings which are in violation of the provisions of this sanitary ordinance shall, upon conviction thereof, forfeit not less than \$250.00 nor more than \$1000.00 and costs of prosecution for each violation. In default of payment of such forfeiture and costs, said person(s) shall be imprisoned in the county jail until payment thereof, but not exceeding thirty (30) days. Each day a violation exists or continues shall constitute a separate offense.

9.011(3)(a) Appeals. Any person, firm, or corporation or any office, department, or board of the county aggrieved by an order, requirement, interpretation, or determination made by a representative of the Land & Water Management Department may appeal such decision to the Ozaukee County Natural Resources Committee within thirty (30) days of notification of the requirement, interpretation, or determination. The appeal shall state the grounds or reasons to support the request for modification or reversal of the decision and shall be accompanied by the appropriate appeal fee as established in Section 9.024(7)(j).

This ordinance violation requires replacement of the POWTS. This order is issued in accordance with above cited sections of the Ozaukee County Sanitation & Health Ordinance and again is due to the placement/maintenance of POWTS on floodlands within the County. Please acquaint yourself with a licensed POWTS installation contractor in order to secure the necessary sanitary permit to allow for the replacement of the POWTS serving your property. Please ensure that plans with supporting documents and a completed sanitary permit application with applicable fee are submitted to this department by July 11, 2022.

Regards

Tony Austin
Technical Support Specialist

Attachment: Violation Letter Cedarburg Road Final Notice (RESOLUTION 4124 : Sanitary Deferral 10056 N Cedarburg Rd)

To Whom it may concern

April 30, 2024

I am requesting a deferrment
from the sewer line at 10056 N. Cedarburg
The cost for 900' is too expensive and
I want to put a holding tank in.

Bill Wistif

Document Number	SANITARY SERVICE DEFERRAL AGREEMENT	
	Document Name	

This Sanitary Services Deferral Agreement (the "Agreement") is made by and between the City of Mequon (d/b/a the "City") and _____ (the "Developer") (collectively, the "Parties," individually, a "Party").

WHEREAS, the Developer is proposing a commercial building (the "Development") at _____ (Tax ID _____) within the City's Sanitary Utility District; and

WHEREAS, the Parties agree that at this time, it is in the best interests of the Parties that the Development not be connected to the City of Mequon Sanitary Utility District; and

WHEREAS, the City reserves the right to require a connection to the sanitary system with a change in use or extension of adjacent service.

NOW, THEREFORE, in consideration of the mutual promises set forth in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties hereby agree as follows:

1. The Parties expressly agree that the Developer is obligated to connect to the City of Mequon Sanitary Utility District pursuant to the existing ordinance requirements; however, the City grants the Developer and future owners of the Development a deferral on the terms set forth in this Agreement..
 - 1.1 Developer, its successors and assigns, agrees not to seek a waiver from its obligation under the ordinances from the City during the term of this Agreement.
 - 1.2 Developer expressly agrees that the Development shall be constructed and used in compliance with the use and building site plan approval granted by the City Planning Commission on _____. Should the use change result in a condition such that continuous use of a private onsite wastewater treatment system ("POWTS") will negatively impact adjacent properties, or the POWTS fails and alternate service is required, this Agreement shall be null and void and the Developer shall connect the Development to the City of Mequon Sanitary Utility District as soon as is practicable, unless agreed upon by the Parties.
2. The Parties expressly agree that in the event the Developer is required, pursuant to Section 1.2, to connect to the City of Mequon Sanitary Utility District, the cost to install the service lateral is the sole responsibility of the Developer or, if the Developer has sold the Development, to its successor in title.
 - 2.1 The City of Mequon shall provide notice to the title holder of the Development pursuant to Section 6 of this Agreement if a service connection is required for the development (the "Connection Notice"). Developer shall have six (6) months from the date of the Connection Notice to connect to the City of Mequon sanitary system.
 - 2.1.1 The Connection Notice may be extended by mutual written agreement of the Parties.
 - 2.2 The Developer is required to pay the annual MMSD sanitary sewer capital charge.

Recording Data

Name and Return Address

City Engineer
11333 N Cedarburg Road
Mequon, WI 53092

Parcel Identification Number

- 3. The Parties expressly agree that this document shall be binding upon any successors, assigns and heirs of the Parties. It is the intention of the Parties that this document be recorded with the Ozaukee County Register of Deeds and that the obligations set forth in this document run with the specific properties within the Development.
- 4. This Agreement shall remain in full force and effect unless terminated by mutual agreement of the Parties in writing.
- 5. Any notice sent in relation to this Agreement shall not be considered to be effective unless sent by Certified United States mail to the following addresses:

5.1 To the City of Mequon:

 Director of Public Works/City Engineer
 City of Mequon
 11333 N. Cedarburg Road 60W
 Mequon, WI 53092-1930

5.2 To Developer:

Either Party may change its address for notice by providing notice of said change to the other Party.

- 6. This Agreement shall be governed by and construed under the internal laws of the State of Wisconsin.
- 7. This Agreement represents the complete understanding between the Parties and any amendment to this Agreement must be agreed to in writing by the Parties.

CITY OF MEQUON

DEVELOPER

By: _____
 Signature

By: _____
 Signature

Name: _____
 Type or Print

Name: _____
 Type or Print

Date: _____

Date: _____

Approved by: _____
 Brian C. Sajdak, City Attorney

Attachment: Sanitary Deferral Agreement_Template (RESOLUTION 4124 : Sanitary Deferral 10056 N Cedarburg Rd)



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Office of Engineering

TO: Sewer Utility District Commission
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: May 14, 2024
SUBJECT: RESOLUTION 4125 A Resolution Authorizing the Designation of 2010 West Ranch Road as the Replacement Site Location for the Construction of Lift Station E (Ranch Road)

Background

In spring 2020, the Sewer Utility District Commission (SUDC) authorized a condition assessment for the sanitary lift station along Ranch Road, located west of Oriole Lane that is commonly referred to as "Lift Station E" (LS E). This assessment report was finalized in January 2021 and filed at City Hall with the recommendation to replace the station.

The Sewer Utility initiated a site selection process that resulted in a Common Council authorized resolution identifying and authorizing negotiations for easement or property acquisition on 8 parcels, including 2010 Ranch Road. For reference, that packet with multiple technical memorandums can be found here:

<https://mequoncitywi.iqm2.com/Citizens/FileOpen.aspx?Type=1&ID=2737&Inline=True>.

There were multiple public information meetings held at that time, as well as direct correspondence with the parcel owners (which included the HOA for the outlot) and a near negotiation for purchase with the owner of 2205 Ranch Court. Ultimately, negotiations were unsuccessful and in October 2022, the SUDC authorized the "current" design location at the end of Laguna Drive, along the bike path connection to Ranch Road:

<https://mequoncitywi.iqm2.com/Citizens/FileOpen.aspx?Type=1&ID=2976&Inline=True>.

Subsequently in March 2023, the SUDC and Common Council authorized a design contract for the new lift station:

<https://mequoncitywi.iqm2.com/Citizens/FileOpen.aspx?Type=1&ID=3067&Inline=True>

On March 1, 2024, City staff and the design team learned that the property at 2010 Ranch Road was available for purchase. The property is the ideal location for the new lift station, as it is immediately adjacent to the existing lift station. Reconstruction of the lift station at 2010 Ranch Road would not only reduce the project cost, but it would also minimize disruption during construction and reduce the number of newly impacted property owners. At the March 12, 2024, meeting, the Common Council authorized Resolution 4109: A Resolution Declaring the Necessity and Establishing the Relocation Order for the Relocation and Reconstruction of Sanitary Sewer Lift Station E and Authorizing the Purchase of the Property at 2010 West Ranch Road:

<https://mequoncitywi.iqm2.com/Citizens/FileOpen.aspx?Type=12&ID=2991&Inline=True>.

Following the Common Council's approval of a resolution authorizing the purchase of 2010 Ranch Road, area residents immediately adjacent to the existing lift station expressed concern with the decision to relocate the lift station. Therefore, while the authorization to purchase the property at 2010 Ranch Road was granted, staff is seeking formal approval to locate the new lift station on the acquired property.

Residents who previously emailed elected officials and staff regarding this agenda topic were notified of the meeting and postcards were mailed to previous distribution lists for the project. Attached to this memo is the communication utilized in the original correspondence with residents.

Please note that regardless of the location of the new lift station, there will be additional correspondence with residents. As the design progresses, the citing of the lift station, architecture, aesthetics, screening, construction impact, timeline and other project details will be shared. For other large scale projects, staff has utilized a combination of email distribution lists and dedicated pages on the City's website to keep the public informed.

Analysis

As noted, the attached communication summarizes the process that the City has followed to identify a suitable location for a new lift station, as well as some of the benefits associated with siting it at 2010 Ranch Road. Summarily, these associated benefits include:

- Infrastructure cost savings estimated at \$1,191,000
- Same neighbors/adjacent properties as the existing lift station, minimizing the impact of the new station vs. the existing station.
- Construction will be outside of the existing flood plain and wetlands.
- The station will be outside of the current bike path. The construction will not disturb or interrupt the bike path's use during or after construction.
- The home's existing well can be used as a source of water for the lift station. This will eliminate the need to haul water to the site.
- Eliminates the need for closing West Ranch Road for construction of the connecting sewer.
- Existing electrical and gas utilities are near the site.
- Less disruption to the residents in the area.

The location at 2010 Ranch Road is immediately adjacent to the existing lift station, located within an easement on an outlot. The number of properties impacted by the relocation of the lift station is one less than currently impacted by the existing location, as the home at 2010 Ranch Road will be demolished. The design location at the end of Laguna Drive would have impacted a number of new property owners not currently impacted by the existing lift station.

Since the initiation of the purchase in early March, the design for the project has been on hold. Subsequent to the authorization of the location, design will resume, and the project will move forward.

Fiscal Impact

The design consultant has indicated that the location change would not impact the design fee for the project.

The infrastructure savings, including the purchase price for the new location, are \$1.191M. In turn, this savings would reduce the anticipated amount of the borrowing for the project.

Recommendation

A recommendation is forthcoming from the Sewer Utility District Commission on May 14, 2024.

Attachments:

Public Information Correspondence (PDF)

Lift Station Location Map (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4125

A Resolution Authorizing the Designation of 2010 West Ranch Road as the Replacement Site Location for the Construction of Lift Station E (Ranch Road)

RECITALS

A. In early 2021, the City received a report based upon a condition assessment for the Lift Station E (Ranch Road) that recommended replacement.

B. Due to the existing connections into that lift station, replacement in the same location is not feasible, while keeping the existing station operational.

C. Sewer Utility staff commenced a site selection criteria effort to identify feasible locations for the new lift station, based upon the basic design and space required.

D. On October 20, 2021, the Sewer Utility District Commission recommended and on November 9, 2021, the Common Council authorized the negotiation of easement and/or land acquisition agreement(s) within the River Bend and/or Ranch Court Subdivisions, in connection with securing access for the replacement of Lift Station E.

E. On October 27, 2022, the Sewer Utility District Commission authorized the construction of a new lift station at the end of Laguna Drive.

F. On March 24, 2023, the Sewer Utility District Commission recommended, and the Common Council approved the design contract for the project.

G. In March 2024, the property at 2010 Ranch Road was listed for sale. On March 12, 2024, the Common Council authorized a resolution declaring the necessity and establishing the relocation order for the relocation and reconstruction of sanitary sewer Lift Station E and authorizing the purchase of the property at 2010 West Ranch Road.

H. The property at 2010 West Ranch Road is better suited for the new lift station than the right-of-way at the end of Laguna Drive based upon the following:

1. Infrastructure cost savings estimated at \$1.19 million.
2. Same neighbors/adjacent properties as the existing lift station, minimizing the impact of the new station vs. the existing station.
3. Construction will be outside of the existing flood plain and wetlands.
4. The station will be outside of the current bike path. The construction will not disturb or interrupt the bike path's use during or after construction.
5. The home's existing well can be used as a source of water for the lift station. This

- will eliminate the need to haul water to the site.
6. Eliminates the need for closing West Ranch Road for construction of the connecting sewer.
 7. Existing electrical and gas utilities are near the site.
 8. Less disruption to the residents in the area.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that the new Lift Station E (Ranch Road) shall be located at 2010 West Ranch Road.

Approved by: Andrew Nerbun, Mayor

Date Approved: May 14, 2024

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on May 14, 2024.

Caroline Fochs, City Clerk

Why can't the Sewer Utility just continue to operate the existing lift station in the existing location?

- In 2020, the Sewer Utility had an independent consultant complete a condition assessment of Lift Station E, and the subsequent report the recommended replacement of the 1969 station, as the station has already added pumps and force mains from the original configuration.
- Space is limited and the station capacity no longer consistently meets demand during wet weather.
- The City's Sewer Lateral Inflow and Infiltration Program is one component of reducing wet weather I/I, but due to growth, the station's location in the floodplain, aging pumps and equipment the station was recommended for replacement.
- The Sewer Utility did evaluate replacing the existing station at the existing site. However, 4 feet of fill is required to bring the structure above of the floodplain to meet code (NR116) and that fill would encroach onto adjacent parcels outside of the existing easement in that outlot.

How was the parcel at 2010 Ranch Road identified as an ideal location for the new lift station?

- A new lift station will be different than the existing lift station. The site for the new lift station would require: lift station building with back-up generator building footprint of approximately 30' x 50' with access to utilities including gas and electric (3 phase), parking for two vehicles, including the vac-truck of approximately 40' x 30', access from a public road at a minimum of 12' wide and located outside of the floodplain or ability to obtain a Letter of FEMA Map Revision.
- The Sewer Utility established site selection criteria for a new lift station, including: construction costs, logistics of continuing uninterrupted lift station operations during construction, access pre- and post-construction, potential easement acquisition, potential property acquisition, availability of vacant land, impacts of improved parcels that would need modification or removal, consideration of right of first refusal on parcels, storm water impacts, drainage patterns, culverts, history of flooding, etc. and ability to avoid or minimize environmental corridor impacts.
- In 2021, the City identified parcels that would meet those conditions and authorized negotiations for property easement or acquisition, including 2010 Ranch Road.

After the initial negotiations failed, the Sewer Utility pursued a location adjacent to the bike path at the end of Ranch Road. Why is 2010 Ranch Road a better location than next to the bike path?

- Infrastructure cost savings estimated at \$1.191M.
- Same neighbors/adjacent properties as the existing lift station, minimizing the impact of the new station vs the existing station.
- Construction will be outside of the existing flood plain and wetlands.
- The station will be outside of the current bike path. The construction will not disturb or interrupt the bike path's use during or after construction.
- The home's existing well can be used for a source of water for the lift station. This will eliminate the need to haul water to the site.
- Eliminates the need for closing West Ranch Road for construction of the connecting sewer.
- Existing electrical and gas utilities are near the site.
- Less disruption to the residents in the area.

The existing lift station is noisy, smelly and disrupts the peace of the neighborhood. Regardless of the location, how will the operation of the system be better than the existing station?

- The existing lift station's firm pumping capacity is 5,250 gpm and the station has a history of frequent sanitary sewer overflows (SSO). This required the operation of portable diesel pumps onsite and the discharge of the SSO to the backwater area and tributary to the Milwaukee River. The new station's firm capacity will be 9,000 gpm with the intent to eliminate future SSO and the need to operate portable diesel pumps and discharge SSO.
- The existing station has a manual bar screen that requires periodic cleaning and disposal of screened materials. The new station will be designed with pumps that are not susceptible to ragging issues and will pump rags versus removing them from the flow. This will reduce odors from the handling and disposal of screenings.
- The existing station's wet well and pumping configuration requires periodic cleaning for removal of settled solids and floating materials. The new station's design will help eliminate the buildup of solids and floating material. This will reduce the frequency of required wet well cleaning.
- The existing station does not have a water supply, requiring staff to periodically haul water to the site to clean the facilities. The new station will have a well to supply water for general station clean up, eliminating the need to haul water to the site.

- Although the current station has an odor control system, the system was retrofitted into the existing station and is not optimal. The new station's ventilation system will be designed to control odor generation, meet NFPA requirements and provide a safe environment for the workers.

Would there be any benefits to the location next to the bike path?

- Potential future projects may benefit from the Laguna Drive location, if implemented. The replacement of Lift Station E is the next identified improvement to address surcharging in the system, which can result in basement backups. It is anticipated that there will be additional projects in the future, based upon current modeling.
- The implementation of future improvements would be simpler, as the Laguna Drive location requires improvements to the existing 18-inch collector sewer from the south. Consequently, the sewer from the north end of N Laguna Drive to the new station necessary to eliminate the current capacity limitation identified as future phases would be easier to complete. However, the Ranch Road location does not prohibit completion of future phases.

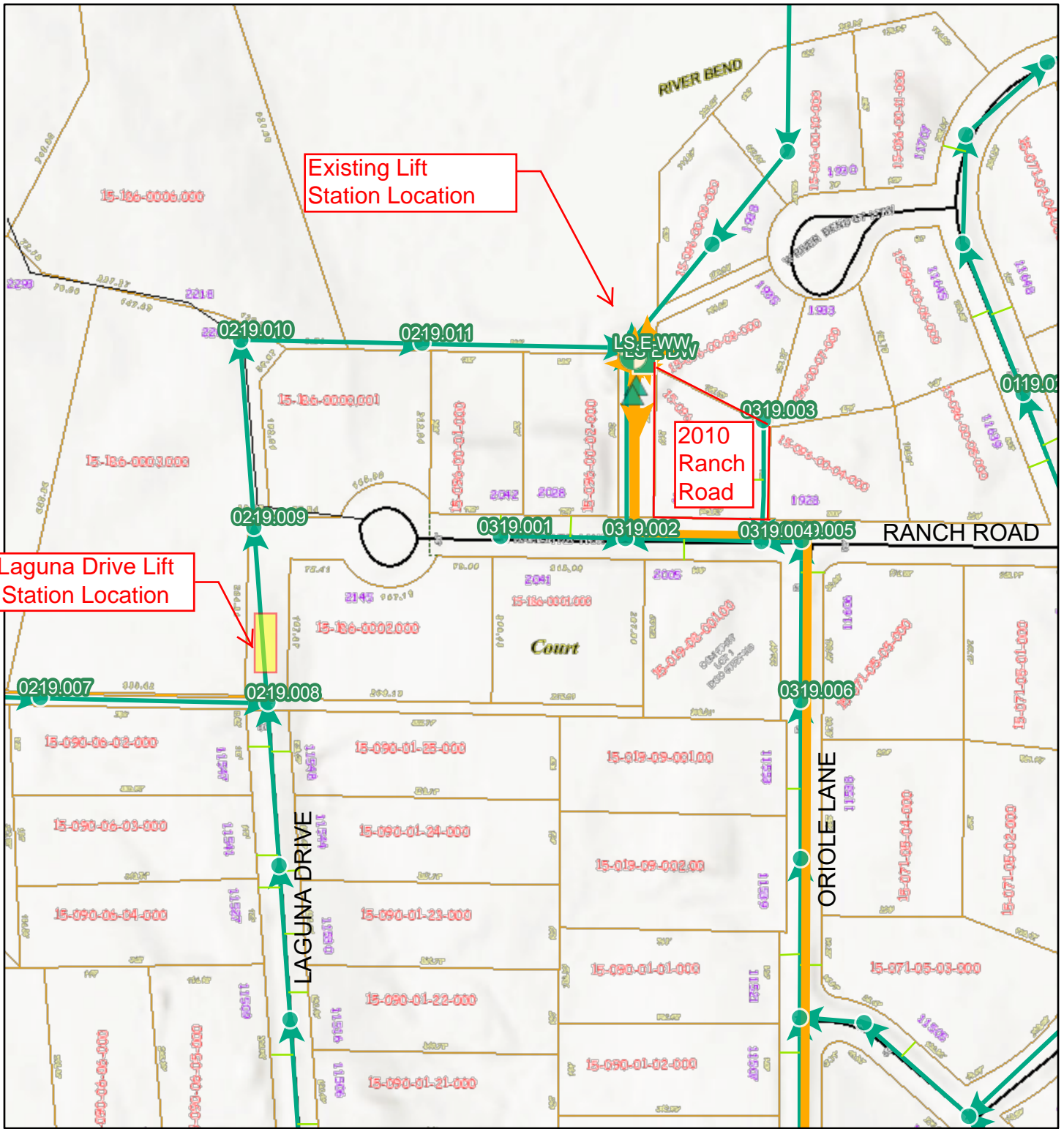
Other:

- Building architect to complement and blend into the surrounding neighborhood
- Site landscaping to screen the site and sounds from adjacent properties

History:

- The Sewer Utility initiated a site selection process in 2020/2021, that results in a Common Council authorized resolution identifying and authorizing negotiations for easement or property acquisition on 8 parcels, including 2010 Ranch Road. For reference, that packet with multiple technical memorandums can be found here: <https://mequoncitywi.iqm2.com/Citizens/FileOpen.aspx?Type=1&ID=2737&Inline=True>.
- There were multiple public information meetings held at that time, as well as direct correspondence with the parcel owners (which included the HOA for the outlot) and a near negotiation for purchase with the parcel owner at 2205 Ranch Court. Ultimately, negotiations were unsuccessful and in October 2022, the Common Council authorized to the "current" location: <https://mequoncitywi.iqm2.com/Citizens/FileOpen.aspx?Type=1&ID=2976&Inline=True>.

Lift Station Location Map

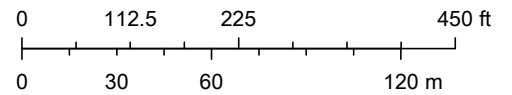


Attachment: Lift Station Location Map (RESOLUTION 4125 : LS E 2010 Ranch Road)

10/14/2022, 11:19:33 AM

1:3,280

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|---------------------|-------------------|-------------------------|
| Sanitary Structures | Lateral | Overlap |
| Air Release | Main | Tax Parcel |
| Lift Station | Parcels | Historical Parcel Lines |
| Manhole | Road Reservation | Local Roads |
| Wet Well | Road Right-of-Way | Private Road |
| Sanitary Pipes | Condominium | Town/Public Road |
| Force Main | Gap | |



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