

Client	Green Lake Sanitary District
Project	Capital Improvement Plan – Unsewered Areas
Meeting Location	Green Lake High School Gym

Project No.	4916-025
Date / Time	9/26/23 - 8 am
Prepared By	MMD/TMM

Participants	Representing
Ken Bates, Justin Ellis, Nick Vandervelde, Lisa Reas, Paulette Janssen	Green Lake Sanitary District
Rick Manthe	Stafford Rosenbaum LLP
Thad Majkowski	Cedar Corporation

Meeting Purpose	Public Information Meeting
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Summary of Discussion:

Areas 2, 3, 4 & 6

A PowerPoint presentation was given regarding the Study of the unsewered areas. See attached. Live streaming was provided for property owners that were unable to attend via Zoom. 40 in-person attendees. See attached Attendance Sheet.

In Person Questions/Comments

- Does the cost per lot include the lateral cost for the property owner? *Landowners will need to reach out to plumbers for that information. Lateral costs can vary depending on conditions and restoration requirements.*
- Will this presentation be uploaded for public viewing? *Yes, once the questions/comments are completed and approved, they will be on the website. It should take a few weeks to finalize.*
- Can the District use condemnation to secure easements to complete the Project if someone is not willing to sign an easement? *Yes, the District has that power and those costs for legal/engineering fees would be rolled into the project.*
- How will the decision be made to determine or prioritize the Areas? *There is a ranking matrix for determination of sewer needs. The matrix evaluates several parameters and assigns a value to each item, then those values are totaled up for a value. The parameters are as follows: age of on-site system, depth to groundwater, depth to bedrock, soil type (permeability), system type, parcel limited for replacement system, road condition, size of the Project (number of units served), areas of high rental concentration, and future development potential. The matrix will be added to the Study. It will be used by the Board as a guide moving forward.*

- How does the District spread the project costs among property owners? *The cost is split on a per parcel basis. The District is reviewing user charge rate differences based on the number of bedrooms. The District is also reviewing multiple structures on a lot requiring sewage transport and potentially increasing the assessment amount and quarterly fees in those cases.*
- Does abandonment change how a lot can be used when abandoning an existing system? *This would be a question for the County staff regarding reuse of the abandon system area. The size and type of the existing system can provide varying levels of complications when it comes to restoration and reuse. Drainage fields are usually less complicated than tanked systems.*
- Will there be a clear area by area priority and timeline for unsewered areas to be completed in the near future? *The District's goal is to have the areas reviewed, prioritized and approved by Spring of 2024; however, there will be further discussion to be completed. Once the priority is determined, the schedule will be discussed. That will be impacted by the value of the Project in the areas selected. The Projects could be completed as one or two Projects or spread out over several Projects over 5 – 10 years.*
- Explain the Assessment and Financing, will it be placed on the tax roll? *The District will acquire the lowest financing rate available to them. The District has evaluated several financing options, and until the value is known, they will continue to research options. The assessment will be added to the property owner's tax roll, if not paid in full. If the Tax Roll option is selected, there is a 1% standard administrative fee to cover District costs. It is a separate line item on the tax bill. The District will evaluate the option to increase the payback period to match the District loan terms. This length of the payback was asked several times. The property owners requested the District evaluate a longer term for payback.*
- What if a landowner cannot pay? *This would become a taxation issue and if it is unpaid, it will be added to the tax roll and it will be collected same as unpaid taxes. If the tax roll option is selected, the cost is amortized over the life of the loan.*
- Is it cheaper to directional bore or open excavate the laterals? *This is relative to existing land conditions such the presence of trees, rock, other utilities and the general lay of the land (slopes). Open cut excavation is generally cheaper, but with the restoration costs need to be evaluated as well for the true cost.*
- Does the size of the parcel affect the amount of assessment? *No; however, the number of requested services does. For very large lots, this becomes an issue for the per lot assessments. The District has been discussing alternative concepts while updating the ordinance relative to parcel size and the concept of subdividing larger lots now or in the future.*
- Does the zoning of the parcel affect the assessment amounts? *No, assessments are for residential/commercial zoned properties. Properties zoned agricultural have to meet specific zoning requirements and then the assessment is deferred until rezone/developed. Then the assessment becomes payable.*
- If a lateral requires insulation, does it have to be open cut or can it be directional drilled? *Open cut is generally the most effective, but there are insulation concepts of boring a larger hole and pushing a smaller pipe, then pumping insulation into the void. This would need to be discussed with the property owner's plumber and meet code.*

- Has the District polled the public for opinion of Sewering their areas? *The District has asked for public comment but has not done a formal public polling. The District would like property owners to reach out directly to them for any and all comments and requests for information to minimize the spread of misinformation. Attending this Meeting provides the property owners with the correct information.*
- What are the timelines of areas to be done because costs are continuing to increase as the years go by? *The District would prefer to get the projects done sooner due to construction cost increases based on the past three years. The aging existing systems are a major factor due to the need for the property owner to replace the system or connect to the sewer, at some point they will overlap. If the County knows the Districts priorities and schedules, they will be more willing to work with each failing system. Funding is always difficult to lock in several years out. The Prioritization Matrix will be a very useful guide for the District. Several other factors are considered: availability of local contractors for the District portion and for the property owners to install the lateral, and property owner input is considered in the decisions, please make your thoughts known to the District board and staff, regardless of whether you are for or against the sewer projects (Email, call, stop by the District office at your convenience).*
- Will parcels that meet County Zoning requirements for buildability and are owned by the same property owner be assessed for each individual parcel? *Yes, if not joined as follows. If joined into one lot prior to a specific time as follows, then only one assessment will be levied. When a project is moved into the Design Phase (authorizes the Engineer to commence), the property owner has 60 days to combine lots before determination of number of laterals and number of assessments. Unbuildable lots will not receive a lateral and will not be assessed. The more lots combined, the assessment increases for the remaining lots. Property owners looking to combine lots should keep in mind to factor in the costs of a survey, construction options change and property taxes may change.*
- How long do the property owners have to connect? *Per ordinance, currently, the property owners have one year after the acceptance of the Project by the Engineer to the sewer. Based on feedback from the property owners, the District is listening to the landowners request to extend that timeline if needed.*
- How are lateral locations determined? *The District will provide each property owner with a lath and letter providing directions for locating the lateral, discuss with a local plumber and a schedule to mark it, then take a picture and email it to the District for records. If the property owners are not available, or do not provide a response, then the lateral will be located by the District, middle of the lot or a location that seems more feasible due to the site conditions. The District's Contractor will install it at that location.*
- Has the District ever looked at hiring a contractor to install the lateral for the property owners on their land? *The District has discussed this with Cedar. In Cedar's experience, there are issues that have been encountered in the past include permanent easement requirements, restoration complications (not completed to the property owners acceptance), damage to the property, one parcel may have more restoration than the next or driveways vs grass, how is that paid, etc. This all increases the District costs, which is passed on to the lateral cost for the property owners. The District would prefer not to do this yet leave the control for the lateral installation in the property owners hands.*

- Will property owners be allowed to wait for connection to the new sewer until their existing system has aged out? *Some systems are quite new. This has been a topic of discussion of the District over many years. The current ordinance is written that connection shall be made after the set amount of time after the new sewer has become available to the property.*
- If there is a garage or similar structure without wastewater facilities in the structure on a lot and has no intention to utilize the sewer, is there an assessment and monthly user fee? *If there is the potential for a habitable structure to be built at any time in the future, then a lateral stub will be provided and the lot will be assessed with the availability fee. The connection fee would not be required until the connection would be made for the future structure or other requirement. At that time, there would be a user fee for each connection.*

Online Questions/Comments

- Are landowners responsible for the lateral connection and any removal of existing systems on top of this assessment? *Yes, they are responsible for the lateral on private property and the County requires abandonment of the existing septic system after connection.*
- What costs are included in the estimates? *The cost estimates include construction and restoration costs of sewer main and lateral up to property line, contingencies, engineering, legal and administrative costs. These are included and broken out in the Study. Administrative costs are not the District staff's time.*
- The lateral cost is noted as a concern by a property owner. If rock is shallow on the property, how is that factored into the costs? *There are instances where rock is a factor in construction costs of the laterals on private property. This will be the property owner's responsibility. Previous District projects have made attempts to minimize rock impacts to all parties involved by relocating the lateral connection point after the rock was discovered.*
- When constructing a new sewer in an area, is there cooperation with other modernization like broadband? *This has been mentioned in other Projects outside the District, but it is not recommended due to the location of the other utilities and conflicts when the District has to excavate to repair a sewer failure in the future. Then the other utility is in the way and that additional cost to work around now becomes a District cost.*
- If there is no existing structure, is the property owner responsible for 80% of assessment – availability portion? *Yes, that 80% is a rough value and may vary slightly for the availability assessment.*