

# The Hickories – Area 4 McAfee Road Sanitary Sewer Extension

Public Informational Meeting (PIM)  
October 5, 2024



# Welcome & Introductions

## **District Board/Staff**

- Ken Bates, President
- Justin Ellis, Secretary
- Nick Vandervelde, Treasurer
- Lisa Reas, Administrator
- Paulette Janssen, Assistant to the Administrator

## **District Engineer – Cedar Corporation**

- Thad Majkowski, P.E., Director/Project Manager
- Matt Dorow, P.E., Project Engineer

## **Legal Counsel**

- Vanessa Wishart, Stafford Rosenbaum LLP



# Public Information Meeting (PIM) Process

- Brief Presentation of Project Overview (30 minutes)
  - In-person and Zoom Meeting
- Question & Answers (30–45 minutes)
  - Limited to 3 minutes each
  - Questions submitted thru “Chat” will be reviewed by staff and try to answer
- Sign-in Sheet



# Purpose of Meeting – Area 4 – McAfee Road

- Green Lake Sanitary District Purpose or Formation
- History of Sewering
- Reason for the Project
- District Actions to Date
- Provide Information on Design Considerations - General
- Review Preliminary Costs from the CIP (route affects cost)/ Assessment Process
- Review Proposed Timeline
- Review Next Steps



# Sanitary District Formation

- District Formation (Pursuant to Wis. Stat. s. 60.71)
  - Created by order of the Town of Brooklyn in 1964.
- General Powers of the Commission (Pursuant to Wis. Stat. s. 60.77(4))
  - “Plan, construct and maintain a ... sewerage system [and] sanitary sewers ... for the promotion of the public health, comfort, convenience or welfare of the district.”
  - Includes the power to install a collection system, which is typically installed in a Town right-of-way and/or through a sewer easement on private property.
- Specific Powers of the Commission (Pursuant to Wis. Stat. s. 60.77(5))
  - Secure rights by condemnation.
  - Levy special assessments.



# GLSD Dual-Role Municipality



## Green Lake Sanitary District



### Sewer Utility

- Separate from City of Green Lake (we do not provide water service)
- Provides sewer service to roughly 65% of the homes around Green Lake
- Funded through quarterly payments (\$636 annually)

### Inland Lake District

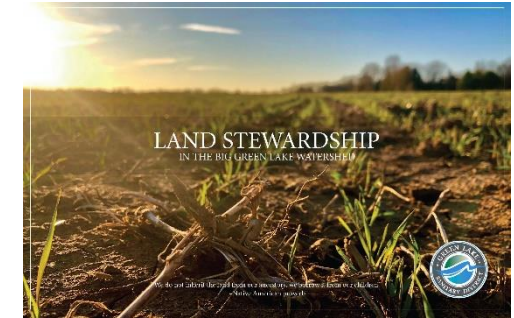
- GLSD is a town sanitary district with >65% of the lake shoreline within its boundaries
- Funded via GLSD tax levy
- Manage Conservancy Properties, trash collection, installation of BMPs, aquatic plant harvesting, etc.



# GLSD Protecting Green Lake

\* Because the District boundaries encompass >60% of the lake, the GLSD has the powers of an Inland Lake District \*

- Since 2012, the GLSD has helped fund 165+ BMPs in the watershed with total costs over \$2.2 million
- Currently the GLSD has several open grants for farm practices and land management
  - \$800,000 in Lake Protection Grants
- Major Outreach with new Watershed Soil Health and Prairie Programs
- Conservancy Lands Management/Protection



# History of Sewering by GLSD

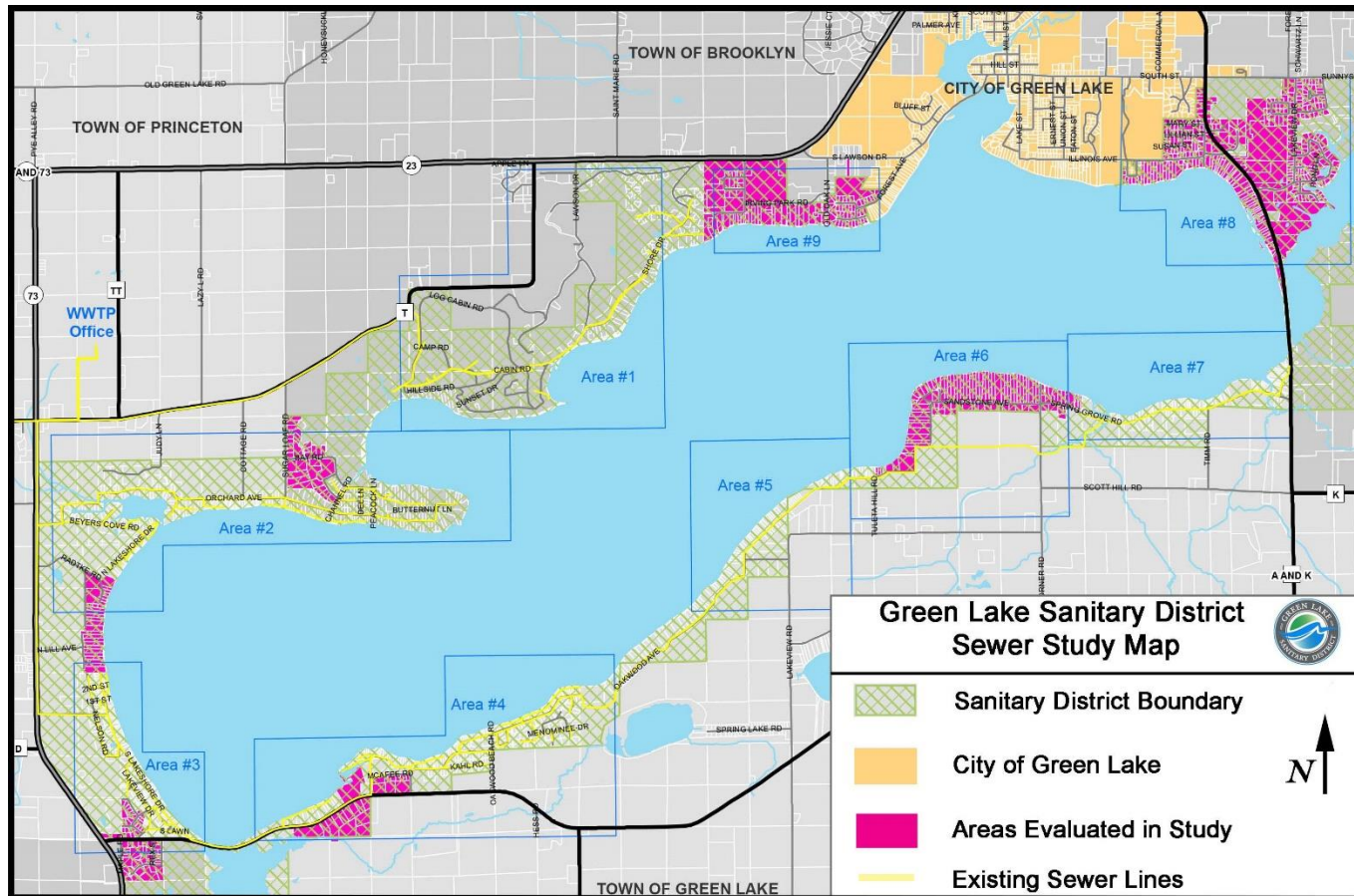
- Terrace, N. Lakeshore, Orchard Ave – **1994/1995**
- Spring Grove Rd, Tuleta Hill, & Oakwood Ave – **2001/2002**
- Lindenwood (eastern GL Conference Center) – **2008**
- Shore Dr – **2019/2021**
- Carpenter Ln – **2020/2021**
- Sugar Loaf Area – **2022/2023**





# Reasons for Project – Lake Protection & Capital Improvement Plan (CIP)

## Green Lake Sewer Service Area Map – Developed Areas Unsewered

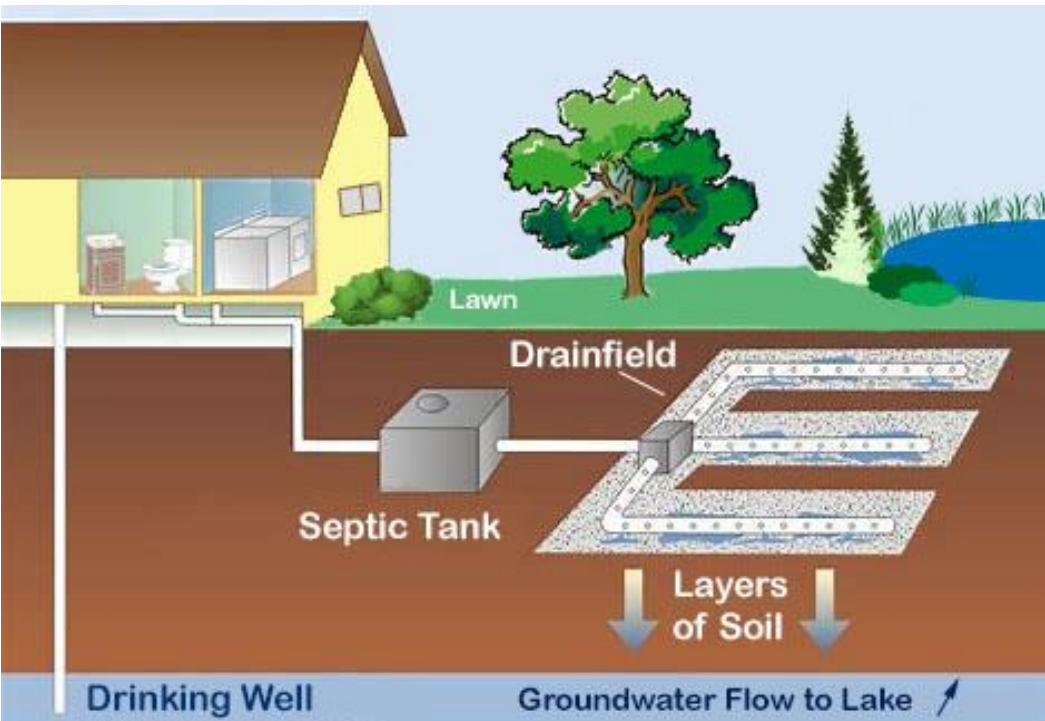


# Reasons for Project

- Part of Capital Improvement Plan by GLSD
  - GLSD **operates at approximately 35% of available capacity.**
  - GLSD was created to provide sewer service to residents of the District.
  - **Only 65% of the lake shore is sewerred.**
- Lake Protection
  - GLSD funds agricultural Best Management Practices (BMPs) to protect lake water quality.
  - On-site systems add nutrients to the lake. Study has a Private System Summary.

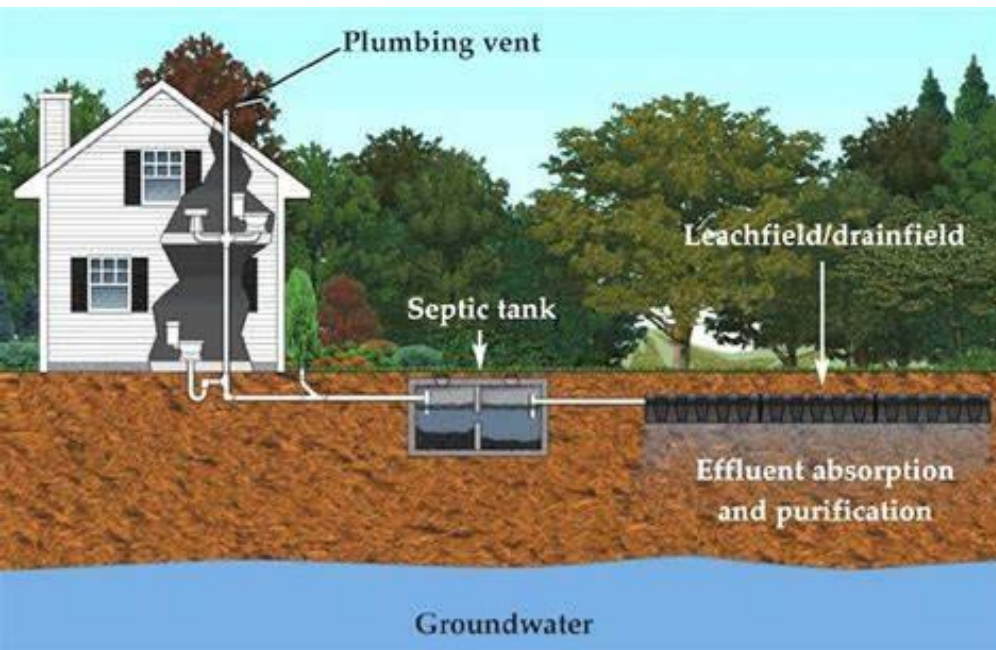


# Septic Effluent



- Septic systems are designed to discharge **UNTREATED wastewater** to the sub-soil and permeate downward.
- **Rock is shallow in some areas** which provides less soil for filtration of wastewater. **Untreated wastewater can flow unimpeded to the lake/groundwater through cracks in the rock.**

# Private On-Site System Overview



- Septic systems in our area last approximately **30 years**
- Replacement of septic systems around the GLSD cost roughly \$25,000–\$70,000. Cost depend on:
  - **number of bedrooms in the home**
  - **landscape repairs**
  - **site conditions (slope, rock, trees, etc.)**
- A mound system may cost \$40,000+
- Setbacks are required from:
  - County
    - Lake - 50 Ft
    - Lot lines - 5 Ft
  - State
    - Private Drinking wells - 8 Ft

# Changing Property Use Around Green Lake

- **Home Sizes**
  - The GLSD was just notified of a 10+ bedroom property with a 44-year-old mound system sized for 5 bedrooms (accessory structures were plumbed into old mound system).
- **Societal Changes**
  - Advent of VRBOs and AirBnBs are also changing the way 'summer homes' are used.
    - **Summer of 2023 – 32 new rentals were registered.**
    - Home sizes (bedrooms) continue to increase.
    - Homes with 3 bedroom-sized septic systems being used by 10+ people frequently.
- **Turnover of Green Lake Properties has been High.**



***AirBnBs/VRBOs are changing second home ownership on lakes all over Wisconsin.***



# Sanitary District Actions To Date

- Over the years there has been inquiries and GLSD had discussions with landowners to provide sewer service to this Area.
- GLSD Board discussed the need to evaluate the cost effectiveness to provide sanitary sewer service to this Area in the Future Sewer Study.
- Authorized Cedar Corporation to complete the Future Sewer Study in 2022. The Study was presented and accepted in Spring 2024.
- Authorized Cedar Corporation to complete the preliminary engineering regarding the sanitary sewer alignments.
- Scheduled this Public Informational Meeting (PIM) for the residents to understand the need, design considerations and estimated costs.



# Design Considerations – General

- Conveyance System Types
  - Gravity Sewer to Existing System
- Expandable Sewer Service – Remaining Area 4
  - Several Alternate Layouts were reviewed for cost effectiveness
  - Not designed for the remaining Areas on McAfee Road
  - Remaining Area along McAfee Road to be provided off Kahl Road and the existing sewer at the back of lots
- Depth of Gravity Sewer
  - Frost Protection
  - Basement Drainage being evaluated with Basement Surveys by District staff



# Design Considerations – General, cont.

- Lateral location impact costs due to restoration
  - Driveways/Structures
  - Existing On-Site Systems location
  - Reroute interior piping to front to avoid additional costs coming around the house
  - Well location
  
- Constructability
  - Location of Sewers and Service Connections – Right of Ways/Road Pavement
  - Pavement Condition – Replacement, move to terrace
  - Grade of pipe - minimum
  - Narrow Road Right of Way/ Temporary Easements
  - Utility Conflicts – Above/Below Ground - Cable/Telephone/Electric/Gas
  - Environmentally Sensitive Areas (ESA) – None





# Design Considerations – General, cont.

- Location of Sewer – Impacts
  - Road Terrace
  - Road – Pavement Restoration Costs (Road is in good-condition – PASER 5)
  - Access for District Staff – Future Maintenance
- Construction Methods
  - Open Cut – Gravity
  - Directional Drill – Gravity Pipe Slopes > 2%
  - Sewer Slopes Open Cut = 0.4% is minimum depending on Basement drainage
- Construction Schedule – Move forward prior to cost increases



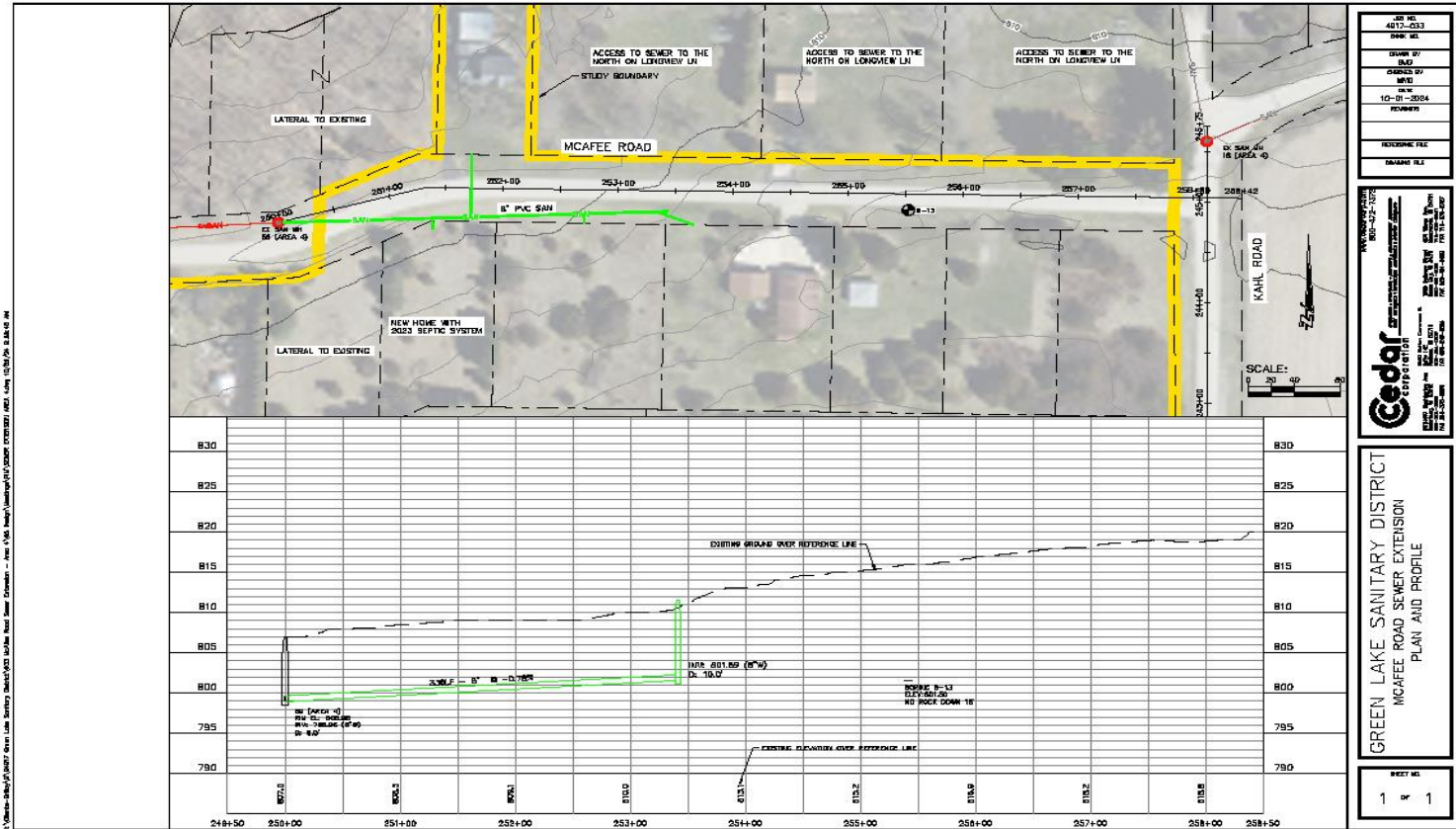
# Design Considerations – General, cont.

- Frost Depth for the Area – Projected 6 feet deep, less if insulated
- Comm 82.30.11(c)(2) – Protection from Frost
  - Zone B - Silty Clay – 48" – Snow will be cleared

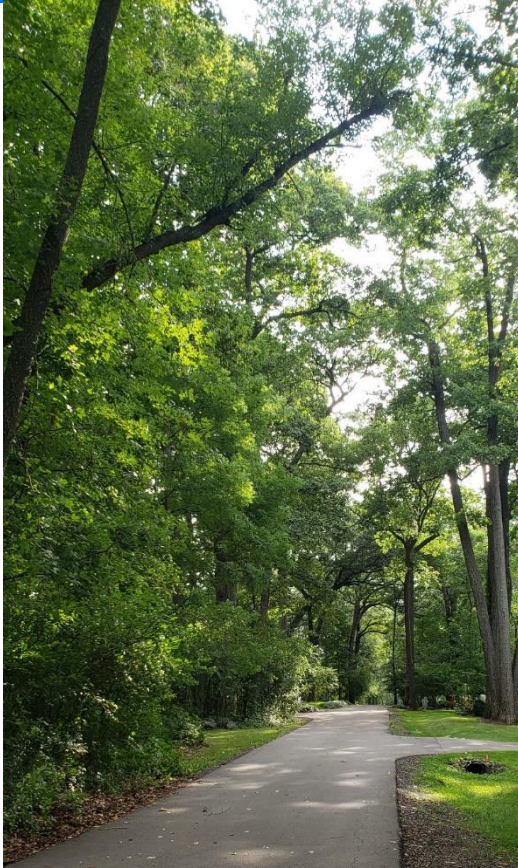
Figure 82.30-1. Frost protection zones.



# Gravity Sewer to Existing System



# Carpenter Lane: Preconstruction/Post Construction



Before

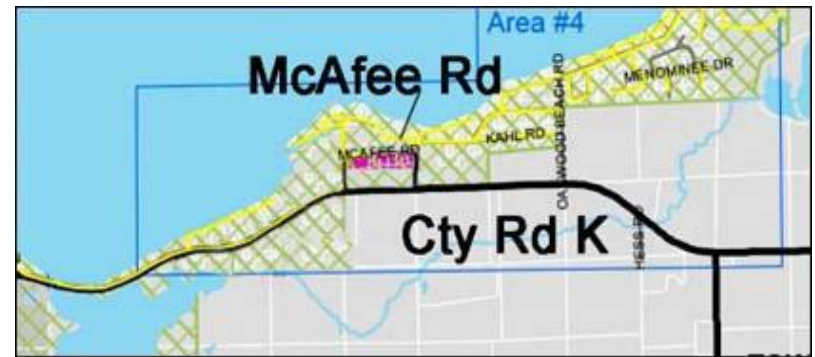


After

# Design Considerations – Area #4

## McAfee Area

- Ground Slopes – Gradual – Slopes follow grade
- Pavement Condition (5)
- Platted Lots – Occupied/Vacant
- Rock depth – Per Boring, No Concern
- Ground Water Depth
- Future Service to remaining lots, Kahl Road or rear lot – sewer off Longview Lane



# Past Project Cost Comparison

- Shore Drive - **\$28,257.89/Lot**
  - Gravity/Low Pressure Sewer – Combination
- Carpenter Lane - **\$22,336.61/Lot**
  - Gravity/Low Pressure Sewer – Combination
- Sugar Loaf Area - **\$26,332.08/Lot**
  - Gravity/Low Pressure Sewer – Combination
- The Hickories - **\$31,200/Lot**  
\*under consideration



# Preliminary Cost Comparison

- *Area #4: McAfee Road Area*

- *Gravity Sewer*

**Per Study w CTH K**

**\$1,128,610**

- Per Lot

**\$53,700**

**Per Study – Alternate – McAfee Road Only**

- Per Lot

**\$23,200**



# Special Assessment Procedure

- **State Statutes**

- Wis. Stat. s. 60.77(4): giving the GLSD Commission the authority to “project, plan, construct and maintain” a sewerage system.
- Wis. Stat. s. 60.77(5)(f): giving the GLSD Commission the authority to levy special assessments.
- Wis. Stat. s. 66.0703: outlining the procedure for collecting special assessments;
- Wis. Stat. s. 281.45: authorizing the GLSD to require connection to the sanitary sewer system.

- **Ordinances**

- Order 95-01: Sewer Service Extensions.
- Order 93-09: Sewer Assessments.
- NOTE: Ordinances are in the process of being updated.





# Special Assessment Procedure, cont.

- Levying a Special Assessment
  - Preliminary resolution of intent to exercise assessment powers. Includes:
    - Purpose of the work and assessments;
    - Limits of the proposed assessment district;
    - Number of installments for payment of assessments (or that this will be determined at a later hearing);
    - Direction to the District Engineer to prepare a report on the proposal.
  - Engineer's Report includes:
    - Preliminary or Final plans and specifications;
    - An estimate of the entire cost of the proposed work or improvement;
    - A statement that the property is benefited and a schedule of proposed assessments.

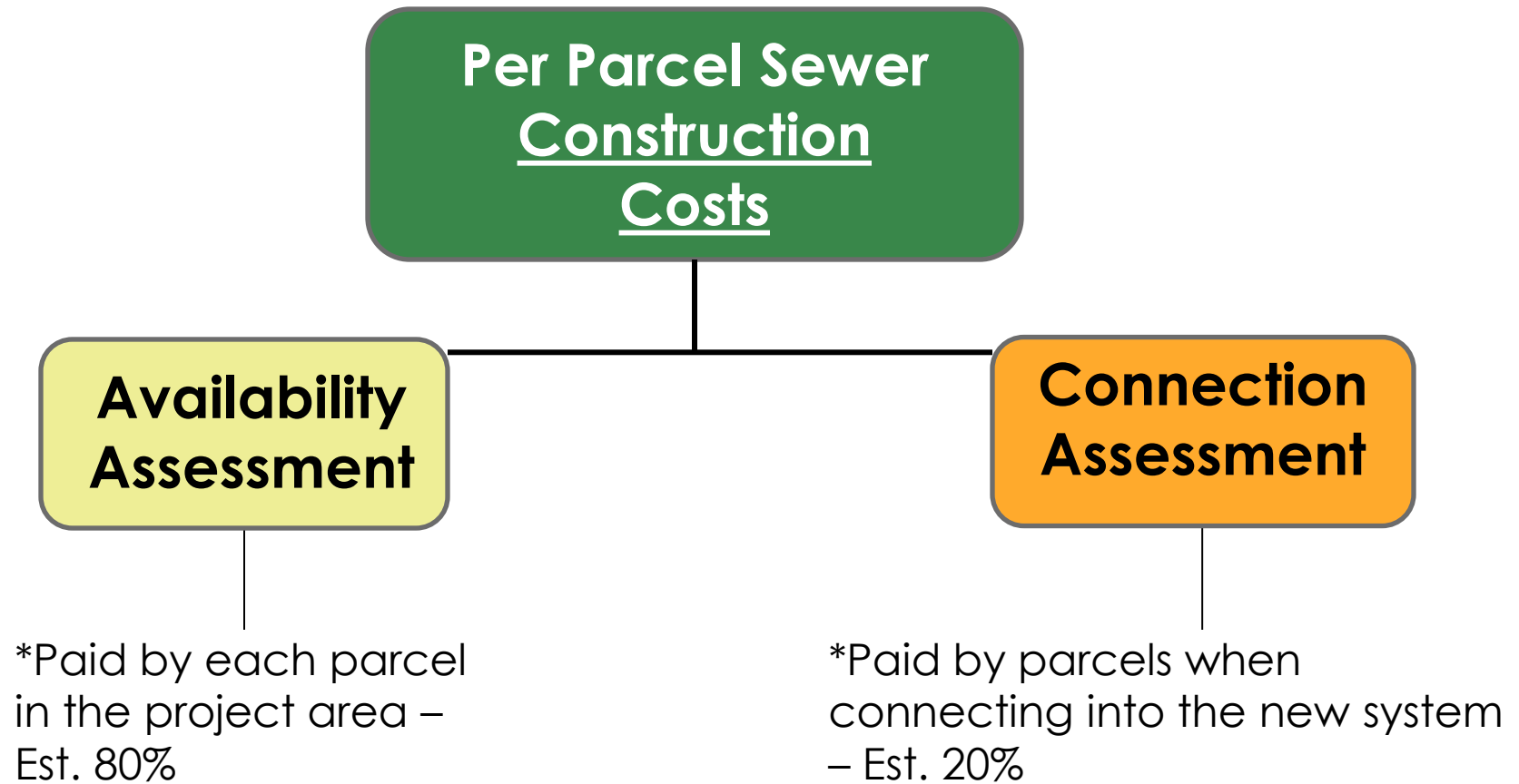


# Special Assessment Procedure, cont.

- Levying a Special Assessment
  - Public hearing on special assessment.
  - Notice published and send to interested persons.  
The notice includes:
    - Statement of the proposed work;
    - General boundary lines for the proposed assessment district;
    - The place and time that the Engineer's Report may be inspected;
    - The place and time for the hearing.
  - The Board of Commissioners may approve, disapprove, or modify the Engineer's Report.
    - If proceeding with the work, the Board adopts a resolution approving the plans and specifications and directing that the work be carried out and paid for in accordance with the Engineer's Report (Final Resolution).



# GLSD Special Assessment Breakdown for Sewering



# Assessment Financing

- Terms of Payment:
  - *Method #1* – Full payment can be by November 1<sup>st</sup> of year assessed with no interest.
  - *Method #2* – Pay assessment over the term of the loan plus administrative fee.\*
    - Financing details are yet to be finalized.
    - Depending on Assessment, District may extend to 20 years.



# Timeline

- Public Informational Meeting (PIM): October 5, 2024
- District to review Next Steps:
  - Review Property Owners Comments/Concerns from PIM
  - Proceed with Project
  - Design Phase
  - Basement Surveys to be completed by District staff
  - Prepare and secure Temporary Easements for construction
  - Bidding Phase
  - Construction Phase



# General Project Schedule

## \*on the District website



### Green Lake Sanitary District General Project Schedule For Sewer Extension Projects

<u>Description of Project Task</u>	<u>Task Timeline</u>
*Tasks with asterisk are not required legally but often undertaken voluntarily by GLSD    **Many tasks happen concurrently	
1. Receive Property Owner Sewer Service Request*	
2. Perform Preliminary Engineering Feasibility Study	2 to 3 Months
3. Send/Receive landowner survey of residents in affected area*	2 Months
4. Conduct Preliminary Informational Meeting (PIM)* (1 <sup>st</sup> PIM)	2 Months to Coordinate
5. District reviews survey and comments from PIM	1 to 2 Months
6. If approved to proceed, review and approve Engineering Contract	1 Month
7. Begin Preliminary Design & Route Selection	2 to 4 Months
8. Meet with Property Owners* (2 <sup>nd</sup> PIM)	2 Months to Coordinate
9. Complete the geotechnical subsurface exploration (rock)	1 to 2 Months
10. Begin Final Design	1 to 2 Months
11. Prepare Easements and begin acquisition/negotiation	1 to 2 Months
a. Hire Appraiser/ Initiate Condemnation, if necessary	Potentially Unnecessary
12. Submission of Design to East Central Regional Planning Commission	1 Month
13. Complete Final Design	1 Month
14. Plan/Spec Submittal to DNR – 90 day review period	2 to 3 Month
15. Authorize police powers to assess for project – Preliminary Resolution (formal project approval by board)	1 Month
16. Development of Assessment Role and Engineers Report	1 to 2 Months
17. Securement of All Easements	1 to 2 Months
18. Advertise for Bids – Type II Notice	1 Month
19. Notice of Public Hearing on Assessment Report	14 Days Prior to Public Hearing
20. Bid Open Date – Review Bids	< 1 Month
21. Informal Informational Meeting for Public* (3 <sup>rd</sup> PIM)	2 Months to Coordinate
22. Special Assessment Public Hearing/Accept Special Assessment Report	14 Days After Notice Publication
23. Approval of Plan/Spec and Directive to Carry Out Work (Final Resolution – Class I Notice)	Must be After Public Hearing
24. Award Construction Contract – Time to Hold Bids (Typ. 60 days)	2 Months
25. DNR Approval of all Plan/Spec	See Above note
26. End of Assessment Appeal	90 Day Period if Necessary
27. Start Project Construction	Within Time Period from Award
28. Substantial Completion	Variable Construction Period
29. Final Completion	Specified Time Period
30. Finalize Assessment Role (Exact assessment cost known)	After Final Construction is Accepted
31. Begin Lateral Connections – starts upon Project acceptance	Up to 12 Mo. (to Connect to GLSD Sewer Line)
32. Assessment Payment Schedule – Depends on Size of Assessment	



# Schedule based on above

- PIM Oct 5, 24
- Design Phase Sept 24 – Jan 25
- Temp Easement Phase Nov – Dec 24
- Bidding Phase Jan – Feb 25
- Construction Phase Mar – May 25
- Connection June 25 – ??

\* under District Board consideration



# District Costs

- Quarterly Sewer O&M Fee – \$159 (2024 Rate)
- Special Assessment (Annual Installment) – \$TBD
  - If not paid in full by November 1<sup>st</sup> of the year completed.
  - Payback period to be determined.
- Property Tax Bill – Mill Rate – Lake District
  - Solid Waste Management
  - AQWEED – Aquatic Plant Harvesting
  - Conservancy Lands Purchase and Maintenance
  - Best Management Practices (BMP's) Cost Sharing
  - RSVP – Shoreline Restoration Program
  - Carp Removal
  - Fish Rearing
  - Green Lake Sanitary District Administration





# What's Next

- Board will review comments from the PIM and individual comments submitted from property owners.
- Board has authorized to have Cedar Corporation move forward with the Easement/Design/Bidding/Assessments of the Project per recommendations.
- Basement Surveys to be completed by District staff.
- Temporary Easements will be required for portions of the Construction.
- Bidding/Construction Phase to be authorized by the District upon completion of the work noted above.
- Assessments.
- Connection per Ordinance.



# Closing

- Design Phase in progress.
- Basement surveys to be completed by District staff.
- Temporary Easement will be required for the parcels.
- Step by Step Process for the Project.
- Connection Period under further consideration by District.



# Contacts/Project Questions

- All comments/Project questions to District:  
**Lisa Reas, Administrator Sanitary District**  
**920-291-7787**  
**[ljreas@glakesd.com](mailto:ljreas@glakesd.com)**



# The Hickories – Area 9 Along the Lake – Sewer Extension – PIM

***Questions?***

