



*****AMENDED*** PUBLIC WORKS COMMITTEE AGENDA**

August 11, 2025 at 5:00 PM

**City Hall, 3rd Floor - Council Chambers, 828 Center Avenue,
Sheboygan, WI**

Notice that the Public Works Committee will meet at 5:00 p.m.

**This meeting may be viewed LIVE on:
Charter Spectrum Channel 990, AT&T U-Verse Channel 99 and: www.wcssheboygan.com/vod.**

It is possible that a quorum (or a reverse quorum) of the Sheboygan Common Council or any other City committees/boards/commissions may be in attendance, thus requiring a notice pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W.2d 408 (1993).

Persons with disabilities who need accommodations to attend this meeting should contact the Department of Public Works at 920-459-3440. Persons other than council members who wish to participate remotely shall provide notice to the Public Works Department at 920-459-3440 by 12:00 p.m. on meeting day to be called upon during the meeting. All Committee members may attend the meeting remotely.

To view the meeting:

Microsoft Teams

Meeting ID: 250 577 019 059 4

Passcode: 4es7gH7X

OPENING OF MEETING

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes**
Public Works Committee Meeting held on July 14, 2025
5. **Public Comment**
Limit of three minutes per person with comments limited to items on this agenda.

ITEMS FOR DISCUSSION & POSSIBLE ACTION

6. Res. No. 74-25-26 by Alderpersons Dekker and Rust vacating a 0.03 acre portion of right-of-way on the east side of North 5th Street adjacent to Lot 1, Block 5 of the Assessment Subdivision No. 21, City of Sheboygan, Sheboygan County, Wisconsin.
7. Gen. Ord. No. 11-25-26 by Alderpersons Dekker and Rust creating a no parking zone on Ontario Avenue.
8. Res. No. 79-25-26 by Alderpersons Dekker and Rust authorizing the appropriate City officials to execute an easement amendment with Torginol, LLC.

- [9.](#) Res. No. 80-25-26 by Alderpersons Dekker and Rust authorizing a 2025 budget amendment and the Purchasing Agent to issue a purchase order for the purchase of Two Isolation Gate Gearboxes for the Wastewater Treatment Plant.
- [10.](#) Gen. Ord. No. 12-25-26 by Alderpersons Dekker and Rust amending sections 40-45 and 48-322 of the Sheboygan Municipal Code so as to allow the waiver of special events fees for public health benefit events.

TENTATIVE DATE OF NEXT REGULAR MEETING

11. Next Regular Meeting Date: August 25, 2025

ADJOURN MEETING

12. Motion to adjourn

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

*City Hall • Mead Public Library
Sheboygan County Administration Building • City's website*

CITY OF SHEBOYGAN

PUBLIC WORKS COMMITTEE MINUTES

Monday, July 14, 2025

OPENING OF MEETING**1. Call to Order**

The meeting was called to order at 5:00 p.m.

2. Roll Call

Aldersperson present: Chair Dekker, Belanger, Menzer, Boorse - 4

Aldersperson excused: Vice Chair Rust - 1

3. Pledge of Allegiance**4. Approval of Minutes**

Public Works Committee Meeting held on June 23, 2025

MOTION TO APPROVE MINUTES FROM JUNE 23, 2025

Motion made by Belanger, Seconded by Boorse.

Voting Yea: Dekker, Belanger, Menzer, Boorse - 4

5. Public Comment

No one spoke

ITEMS FOR DISCUSSION & POSSIBLE ACTION

6. Res. No. 56-25-26 by Alderspersons Dekker and Rust authorizing the appropriate City officials to execute a First Amendment to Option and Land Lease relating to the operation of a wireless communications tower and related structures at the Wastewater Treatment Facility property located at 3333 Lakeshore Drive, Sheboygan, Wisconsin.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Belanger, Seconded by Menzer.

Voting Yea: Dekker, Belanger, Menzer, Boorse - 4

7. Res. No. 60-25-26 by Alderspersons Dekker and Rust authorizing and directing the Chief of Police to temporarily close certain streets, to prohibit parking, and to close boat ramps within the Harbor Centre Marina in support of the 2025 Midwest Powerboat P1 Race Event August 7-10, 2025.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Belanger, Seconded by Menzer.

Voting Yea: Dekker, Belanger, Menzer, Boorse - 4

8. Res. No. 61-25-26 by Alderspersons Dekker and Rust authorizing the appropriate City officials to enter into a State/Municipal Agreement with the State of Wisconsin Department of Transportation for the Carbon Reduction Program project, New Jersey Avenue Trail (South Taylor Drive to Riverpark Road).

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Belanger, Seconded by Boorse.

Voting Yea: Dekker, Belanger, Menzer, Boorse - 4

MOTION TO AMEND THE RESOLUTION TO REFLECT \$1,086,199.20 AS THE MAXIMUM
FEDERAL AND STATE CONTRIBUTION TO THE PROJECT

Motion made by Belanger, Seconded by Boorse.

Voting Yea: Dekker, Belanger, Menzer, Boorse - 4

MOTION TO RECOMMEND THE COUNCIL ADOPT THE RESOLUTION AS AMENDED

Voting Yea: Dekker, Belanger, Menzer, Boorse - 4

9. Res. No. 63-25-26 by Alderpersons Dekker and Rust authorizing the appropriate City officials to enter into an Agreement with MSA Professional Services, Inc. for the completion of the Sheboygan Safe Streets and Roads for All ("SS4A") Action Plan.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Belanger, Seconded by Boorse.

Voting Yea: Dekker, Belanger, Menzer, Boorse - 4

NEXT REGULAR MEETING

10. Next Regular Meeting Date: July 28, 2025

ADJOURN MEETING

11. Motion to adjourn

MOTION TO ADJOURN AT 5:15 PM

Motion made by Belanger, Seconded by Menzer.

Voting Yea: Dekker, Belanger, Menzer, Boorse - 4



AGENDA ITEM MEMORANDUM

DATE: 8/6/2025

TO: Public Works Committee

FROM: Kevin Jump, PE – City Engineer

SUBJECT: Resolution 74-25-26 - A resolution vacating a 0.03 acre portion of right-of-way on the east side of North 5th Street adjacent to Lot 1, Block 5 of the Assessment Subdivision No. 21, City of Sheboygan, Sheboygan County, Wisconsin.

ISSUE

Should the Public Works Committee recommend vacating a portion of the city's right-of-way?

STAFF RECOMMENDATION

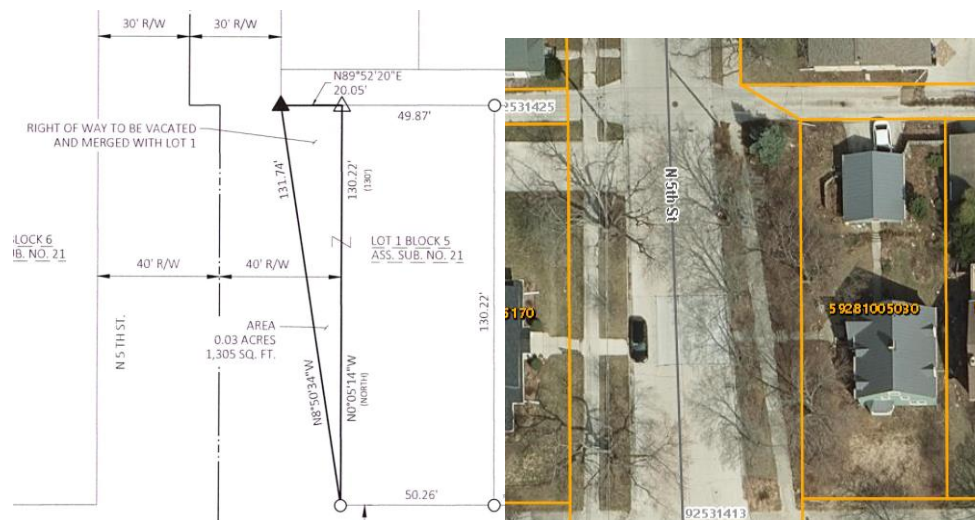
Staff recommends approval of the vacation.

BACKGROUND/DISCUSSION

Last year, Mr. Rees, the owner of 2505 North 5th Street, contacted the Department of Public Works to explore vacating the triangular portion of North 5th Street right-of-way (R/W) adjoining his property. He has been maintaining this strip in full compliance with applicable City ordinances.

The R/W segment under review is an unused, triangular parcel serving no current roadway, pedestrian, or utility function. To the south, North 5th Street's R/W widens to 80 feet; immediately north of Mr. Rees's parcel, it reduces to 60 feet. The reduced R/W width reduces any opportunities for future infrastructure expansions.

Engineering and Public Works staff believe vacating this R/W triangle will not compromise existing or planned transportation, sidewalk, or utility facilities. No alterations to pavement, curb, sidewalk, or underground mains are required for the vacation.



DEPARTMENT OF
PUBLIC WORKS

2026 NEW JERSEY AVE.
SHEBOYGAN, WI
53081

920/459-3440
sheboyganwi.gov



AGENDA ITEM MEMORANDUM (CONT.)

FUNDING IMPACT

There will be no funding impact.

IF APPROVED, NEXT STEPS:

Documents will be recorded with Sheboygan County to vacate the right-of-way.

**CITY OF SHEBOYGAN
RESOLUTION 74-25-26**

BY ALDERPERSONS DEKKER AND RUST.

AUGUST 4, 2025.

A RESOLUTION vacating a 0.03 acre portion of right-of-way on the east side of North 5th Street adjacent to Lot 1, Block 5 of the Assessment Subdivision No. 21, City of Sheboygan, Sheboygan County, Wisconsin.

WHEREAS, pursuant to Wis. Stat. § 66.1003(4), the Common Council of the City of Sheboygan (the “Common Council”) declares that the public interest requires the vacation of the hereinafter described portion of right-of-way, with a legal description as attached hereto as “Exhibit A” (the “Discontinued Property”) and incorporated by reference; and

WHEREAS, the vacation and discontinuance of the Discontinued Property will not result in a landlocked parcel of property; and

WHEREAS, this Resolution was first introduced before the Common Council on August 4, 2025 (the “Resolution Introduction Date”); and

WHEREAS, the hearing on the passage of this Resolution is not less than forty (40) days after the Resolution Introduction Date; and

WHEREAS, a Notice of Hearing was duly published in *The Sheboygan Press* on August 22, 2025, August 29, 2025, and September 5, 2025, a copy of said Notice was served more than thirty (30) days prior to the hearing on the passage of this Resolution in the manner prescribed by law on the owners of all of the frontage of the lots and lands abutting upon the Discontinued Property or a waiver of notice thereof was received; and

WHEREAS, a public hearing was held before the Common Council on September 15, 2025 at 6:00 p.m. in the Sheboygan City Hall Council Chambers, 828 Center Avenue, Sheboygan, Wisconsin; and

WHEREAS, no written objection to said discontinuance and vacation as set forth in Wis. Stat. § 66.1003(4)(c) has been filed with the City Clerk / a written objection to said discontinuance and vacation was filed with the City Clerk as set forth in Wis. Stat. § 66.1003(4)(c), but at least two thirds (2/3) of the members of the Common Council have voted in favor of said discontinuance and vacation.

NOW, THEREFORE, BE IT RESOLVED: That the portion of roadway in the City and County of Sheboygan, State of Wisconsin, described more fully on the attached Plat of Survey marked as “Exhibit B” is hereby vacated and discontinued under the provisions of Wis. Stat. § 66.1003(4).

BE IT FURTHER RESOLVED: That the premises herein described shall merge with the property adjacent to it and shall thereafter be considered as one. (Detach from 92531413 and attach to 59281005030)

BE IT FURTHER RESOLVED: That the City Clerk is hereby authorized and directed to cause the recording of a certified copy hereof together with a map of such vacated alley in the office of the Register of Deeds for Sheboygan County, Wisconsin.

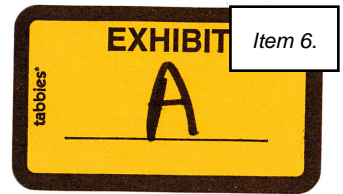
PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan



LEGAL DESCRIPTIONS FOR N.5 TH ST. VACATION

Land to be merged to 2505 N 5th St.

PART OF N. 5TH ST. ROAD RIGHT OF WAY ADJACENT TO LOT 1 BLOCK 5 OF THE ASSESSMENT SUBDIVISION NO. 21, CITY OF SHEBOYGAN, SHEBOYGAN COUNTY, WISCONSIN

BEGINNING AT THE SW CORNER OF LOT 1 OF BLOCK 5 OF ASSESSMENT SUBDIVISION NO. 21; THENCE N 08°50'34" W 131.74 FEET TO A POINT WHERE THE WEST LINE OF LOT 9 OF LAKE LAWN ADDITION EXTENDED SOUTH AND THE NORTH LINE OF SAID LOT 1 EXTENDED WEST MEET; THENCE ALONG SAID NORTH LINE EXTENSION, N89° 52'20" 20.05 FEET, TO THE NW CORNER OF SAID LOT 1; THENCE ALONG THE WEST LINE OF SAID LOT 1, S 00°05'14" W 130.22 FEET, TO THE SAID SW CORNER OF LOT 1 AND THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 1,305 SQ. FT. (0.03 ACRES) OF LAND, MORE OR LESS, AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS.

Important note to be placed on Deed/Document

"Grantee(s) by recording this deed/document, agree(s) that the above-described premises shall merge with the property he/she/it/they own(s) adjacent to the above-described property and shall thereafter be considered as one. All future descriptions shall describe the premises as one unit in order to comply with section 71.08(1)(c) of Sheboygan County subdivision ordinance"

Detach from: 92531413

Attach to: 59281005030

PLAT OF SURVEY

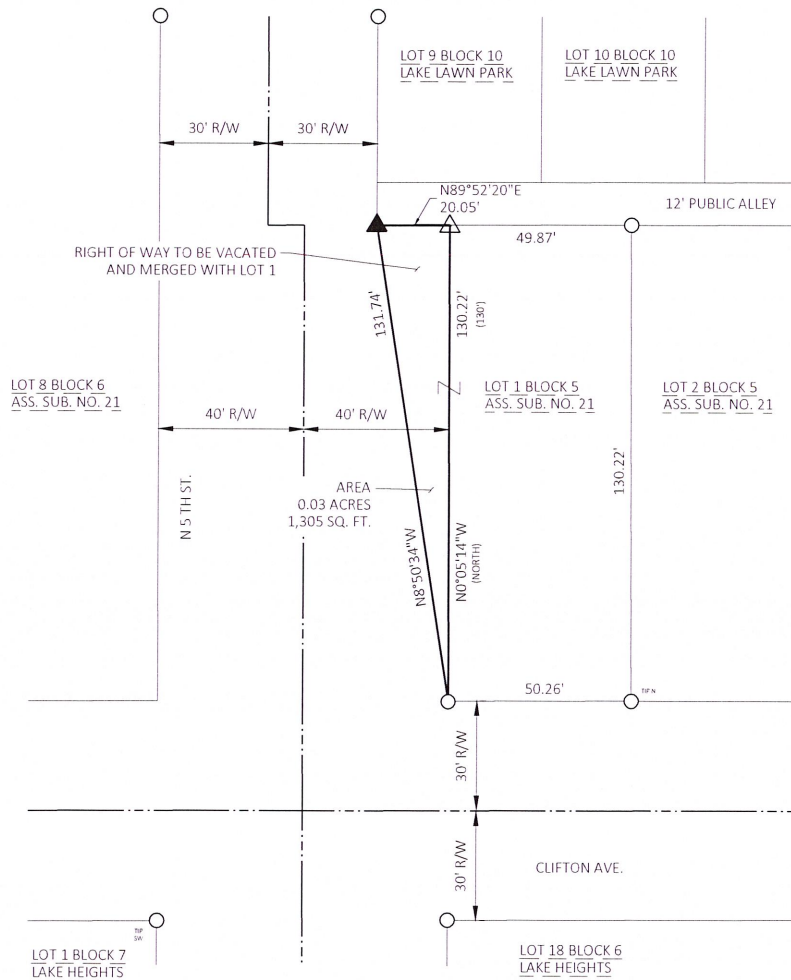
FOR: WILLIAM REES
PURPOSE: PROPERTY SURVEY



PART OF N. 5TH ST. ROAD RIGHT OF WAY ADJACENT TO LOT 1 BLOCK 5 OF THE ASSESSMENT SUBDIVISION NO. 21,
CITY OF SHEBOYGAN, SHEBOYGAN COUNTY, WISCONSIN

BEGINNING AT THE SW CORNER OF LOT 1 OF BLOCK 5 OF ASSESSMENT SUBDIVISION NO. 21; THENCE N 08°50'34" W 131.74 FEET TO A POINT WHERE THE WEST LINE OF LOT 9 OF LAKE LAWN ADDITION EXTENDED SOUTH AND THE NORTH LINE OF SAID LOT 1 EXTENDED WEST MEET; THENCE ALONG SAID NORTH LINE EXTENSION, N89° 52'20" 20.05 FEET, TO THE NW CORNER OF SAID LOT 1; THENCE ALONG THE WEST LINE OF SAID LOT 1, S 00°05'14" W 130.22 FEET, TO THE SAID SW CORNER OF LOT 1 AND THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 1,305 SQ. FT. (0.03 ACRES) OF LAND, MORE OR LESS, AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS.



I, JEREMY J. HILDEBRAND, PROFESSIONAL LAND SURVEYOR OF ACRE TECH, LLC., HEREBY CERTIFY THAT I HAVE SURVEYED THE DESCRIBED PROPERTY AND THAT THE MAP IS A TRUE AND ACCURATE REPRESENTATION THEREOF TO THE BEST OF MY KNOWLEDGE AND BELIEF.



N3098 County Road 00
Sheboygan Falls, WI 53085
acretechllc@gmail.com

SURVEY LEGEND	
○	IRON PIPE FOUND
△	CHISELED ARROW FOUND
▲	CHISELED CROSS SET
(XX)	PLATTED AS





AGENDA ITEM MEMORANDUM

DATE: 8/6/2025

TO: Public Works Committee

FROM: Travis Peterson – Director of Public Works

SUBJECT: General Ordinance 11-25-26 - An ordinance creating a no parking zone on Ontario Avenue.

ISSUE

Should the Public Works Committee recommend adding No Parking to the north side of Ontario Avenue, between North 14th Street for a distance of 390 feet to the west?

STAFF RECOMMENDATION

Staff recommends approval of the ordinance.

BACKGROUND/DISCUSSION

Ontario Avenue, west of North 14th Street, currently presents significant challenges as a narrow, urban street with a pavement width of only 32 feet. Despite this limited width, the street allows for on-street parking on both sides while also attempting to accommodate two-way vehicular traffic. This raises concerns with roadway safety, accessibility for emergency vehicles, and overall user comfort.

Generally, a minimum of 40 feet is required to fit two 8-foot parking lanes and two 12-foot travel lanes. Even with minimal dimensions, two 8-foot parking lanes and two 10-foot travel lanes require 36 feet. At only 32 feet, the street can accommodate two 12-foot travel lanes plus a single 8-foot parking lane, making bidirectional traffic flow and two-sided parking impossible to maintain safely.

Allowing parking on both sides of a 32-foot-wide street compromises safety by creating narrow lanes, forcing drivers to swerve into oncoming traffic. To improve safety and maintain efficient two-way traffic flow, the proposed No Parking zone will provide adequate clearance for vehicles, reducing the risk of conflict.

FUNDING IMPACT

There will be no impact on funding.

IF APPROVED, NEXT STEPS:

Department of Public Works staff will install the required signs.

DEPARTMENT OF
PUBLIC WORKS

2026 NEW JERSEY AVE.
SHEBOYGAN, WI
53081

920/459-3440
sheboyganwi.gov

**CITY OF SHEBOYGAN
GENERAL ORDINANCE 11-25-26**

BY ALDERPERSONS DEKKER AND RUST.

AUGUST 11, 2025.

AN ORDINANCE creating a no parking zone on Ontario Avenue.

THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

SECTION 1: **AMENDMENT** Pursuant to Section 52-108 of the Sheboygan Municipal Code entitled “Prohibitions And Restrictions Authorized,” the north side of Ontario Avenue from the west curblane of North 14th Street for a distance of 390 feet to the west is hereby added to the list of locations where parking is not permitted.

SECTION 2: **AUTHORIZATION TO INSTALL SIGNAGE** The Department of Public Works and/or the Police Department are hereby authorized and directed to install the signs to give notification of the aforementioned parking restriction.

SECTION 3: **REPEALER CLAUSE** All ordinances or resolutions or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION 4: **EFFECTIVE DATE** This Ordinance shall be in effect from and after its passage and publication according to law.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan

**CITY OF SHEBOYGAN
RESOLUTION 79-25-26**

BY ALDERPERSONS DEKKER AND RUST.

AUGUST 11, 2025.

A RESOLUTION authorizing the appropriate City officials to execute an easement amendment with Torginol, LLC.

WHEREAS, the City and Torginol, LLC entered into an Easement on August 16, 2021 recorded with the Sheboygan County Register of Deeds as Document No. 2121072, which allowed for the installation of a driveway and culvert between parcels 59281479081 and 59281479085; and

WHEREAS, Torginol, LLC desires to amend the Easement to allow for Easement termination if the parcels are, at some future point, no longer jointly operated and managed; and

WHEREAS, the City Attorney's Office and City Engineer have reviewed the proposal, suggested certain changes to support an existing drainage easement, and Torginol, LLC has agreed to same.

NOW, THEREFORE, BE IT RESOLVED: That the appropriate City officials are authorized to execute the attached Easement Amendment and to forward same to Torginol, LLC for recording with the Sheboygan County Register of Deeds.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan

Document Number

AMENDED AND RESTATED EASEMENT

THIS AMENDED AND RESTATED EASEMENT made this [●] day of August, 2025 but effective as of July 1, 2025, by and between the City of Sheboygan, Wisconsin, a municipal corporation of the State of Wisconsin, "GRANTOR," and Torginol, LLC, a Delaware limited liability company (as a successor-by-conversion of Torginol, Inc.) and its respective successors and assigns "GRANTEE";

WITNESSETH:

WHEREAS, GRANTOR and GRANTEE entered into that certain Easement, dated as of August 16, 2021, and recorded on August 19, 2021 in the Register of Deeds of Sheboygan County, Wisconsin as Instrument No. 2121072, "EXISTING AGREEMENT"; and

WHEREAS, GRANTOR and GRANTEE desire to amend and restate the Existing Agreement as of the date hereof in accordance with the terms hereof.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS that the said GRANTOR, in consideration of one dollar (\$1.00) and other valuable consideration, and the covenants hereinafter contained, hereby grants to GRANTEE, its agents, employees, and invitees, an easement for transportation purposes over the portion of GRANTOR'S existing drainage easement described in Exhibit A.

In exchange for this easement, GRANTEE covenants to do the following at its expense:

1. To install and maintain (including any and all necessary cleaning and repairs), a culvert system approved by GRANTOR of sufficient size to allow GRANTOR to continue effectively managing water drainage in this location.
2. To construct any driveway placed in the easement area described in Exhibit A in accordance with the City of Sheboygan Engineering Department's required specifications.
3. To maintain any driveway placed in the easement area described in Exhibit A.
4. To promptly remove the culvert system and any driveway placed in the easement area described in Exhibit A upon termination of this easement. In such case, Grantee shall appropriately grade the easement area described in Exhibit A to ensure no disruption or impediment to proper water drainage consistent with the obligations set forth in the drainage easement recorded on 2/4/14 in the Register of Deeds of Sheboygan County, Wisconsin as Instrument No. 1982261.

The GRANTEE is also granted the associated necessary rights to carry out the covenants listed above.

GRANTEE'S easement shall last for so long as (x) Parcel # 59281479081 and Parcel # 59281479085 (collectively, "PARCELS") are both owned by GRANTEE (or its successors and assigns) or (y) notwithstanding the ownership of the Parcels, the Parcels are jointly operated by the same operator, unless the easement is earlier terminated by either GRANTEE or GRANTOR.

The rights and covenants herein contained shall run with the land and be binding upon the parties hereto and their successors and assigns.

Recording Area

Name and Return Address:

[●]

59281479081, 59281479084, and 59281479085
Parcel Identification Number (PIN)
This is not a homestead property.

IN WITNESS WHEREOF, GRANTOR has caused the execution of this document on the [●] day of August, 2025.

GRANTOR:
CITY OF SHEBOYGAN

BY: _____
Name: _____
Title: _____

ATTEST: _____
Name: _____
Title: _____

STATE OF WISCONSIN)
) SS.
COUNTY OF SHEBOYGAN)

Personally came before me, this [●] day of August, 2025, _____ [Signatory Name]
_____, _____ [Signatory Title], and _____ [Attestor Name], _____ [Attestor Title]
_____, of the above-named municipal corporation, to me known to be the persons who executed
the foregoing instrument, and to me known to be such _____ [Signatory Title] and
_____ [Attestor Title] of the City of Sheboygan, and acknowledged that they executed the
foregoing instrument as such officer of said corporation, by its authority.

Notary Public, State of Wisconsin
My commission expires _____

IN WITNESS WHEREOF, GRANTEE has caused the execution of this document on the
[●] day of August, 2025.

GRANTEE:
TORGINOL, LLC,
a Delaware limited liability company

BY: _____
Name:
Title:

STATE OF)
) SS.
COUNTY OF)

Personally came before me, this [●] day of August, 2025, _____[Signatory Name]
_____, _____[Signatory Title] of the above-named corporation, to me known to be the
person who executed the foregoing instrument, and to me known to be such _____[Signatory
Title] of TORGINOL, LLC, and acknowledged that he/she executed the foregoing instrument as
such officer of said corporation, by its authority.

Notary Public, State of Wisconsin
My commission expires _____

This document is authorized by and in accordance with Res. No. [●] _____

This instrument drafted by:

[●]

WI State Bar No. [●]

ACKNOWLEDGED AND CONSENTED:

FIP MASTER FUNDING XXVIII,
 LLC,
 a Delaware limited liability company

By: FIP ACQUISITIONS II, LLC, a
 Delaware limited liability company,
 its Sole Equity Member

By: FUNDAMENTAL INCOME
 PROPERTIES, LLC, a Delaware
 limited liability company, its Sole
 Member

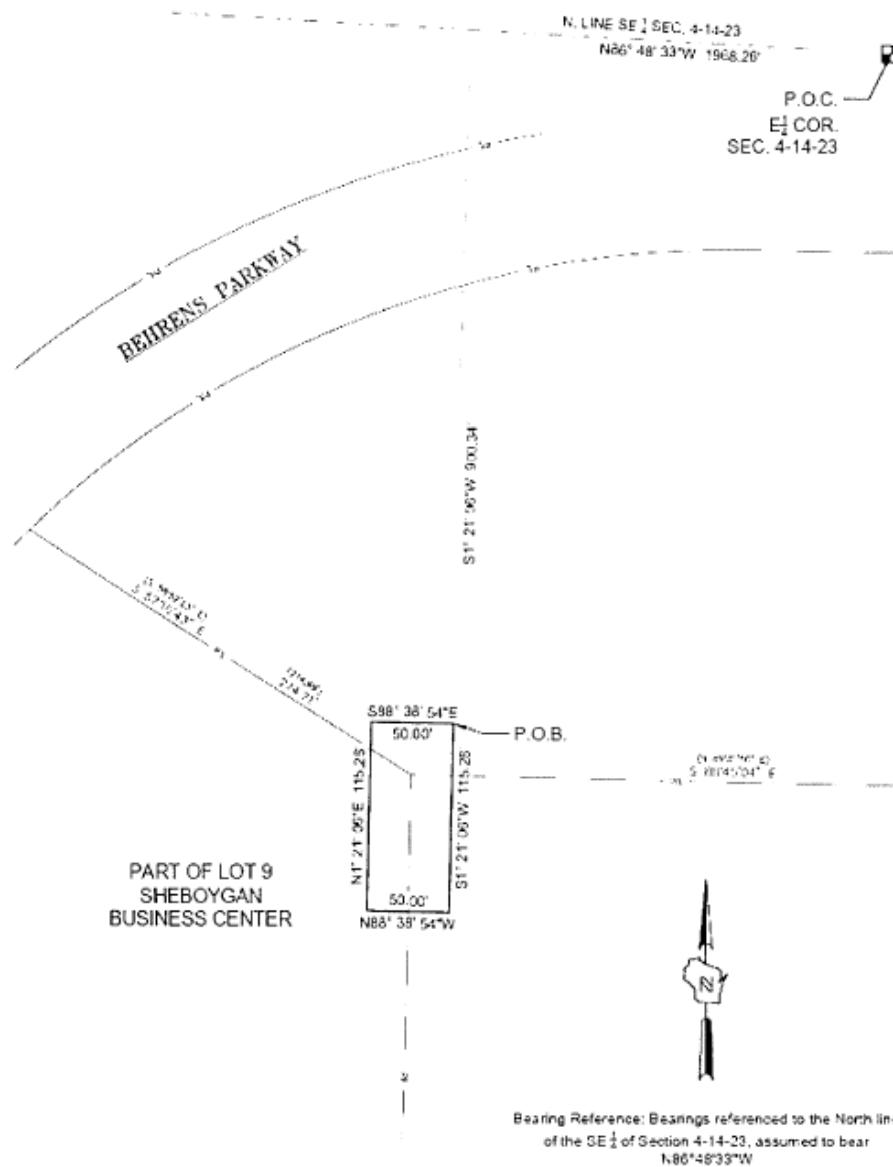
BY: _____
 Name:
 Title:

STATE OF)
) SS.
 COUNTY OF)

Personally came before me, this [●] day of August, 2025, _____ [Signatory Name]
 _____, _____ [Signatory Title] of FUNDAMENTAL INCOME PROPERTIES, LLC, the
 sole member of FIP ACQUISITIONS II, LLC, which is the sole equity member of the FIP
 MASTER FUNDING XXVIII, LLC, to me known to be the person who executed the foregoing
 instrument, and to me known to be such _____ [Signatory Title] of FIP MASTER FUNDING
 XXVIII, LLC, and acknowledged that he/she executed the foregoing instrument as such officer of
 said corporation, by its authority.

 Notary Public, State of Wisconsin
 My commission expires _____

EXHIBIT A



THE SIGMA GROUP
Sigma Source Sound Solutions
www.thesigmagroup.com
1300 West Canal Street
Milwaukee, WI 53233
Phone: 414-643-4200
Fax: 414-643-4210

GRAPHIC SCALE

0 60' 120'

A horizontal scale bar with alternating black and white segments. It is marked with '0' at the left end, '60'' in the middle, and '120'' at the right end.

PROJECT NUMBER 20074 DRAFTED BY BMR 5-02-2021

Exhibit _____

LEGAL DESCRIPTION

That part of Lot 9, in Sheboygan Business Center, in the Northwest 1/4 of the Southeast 1/4 of Section 4, Town 14 North, Range 23 East, in the City of Sheboygan, Sheboygan County, Wisconsin, bounded and described as follows: Commencing at the East 1/4 corner of said Section 4; thence North 86°48'33" West, 1968.26 feet along the north line of said Southeast 1/4 section; thence South 1°21'06" West, 900.34 feet to the point of beginning; continue thence South 1°21'06" West, 115.28 feet; thence North 88°38'54" West, 50.00 feet; thence North 1°21'06" East, 115.28 feet; thence South 88°38'54" East, 50.00 feet to the point of beginning. Contains 5,764 square feet of land, more or less.



AGENDA ITEM MEMORANDUM

DATE: 7/31/2025

TO: Public Works Committee

FROM: Jordan Skiff, Wastewater Superintendent

SUBJECT: Resolution 80-25-26 – A resolution authorizing a 2025 budget amendment and the Purchasing Agent to issue a purchase order for the purchase of Two Isolation Gate Gearboxes for the Wastewater Treatment Plant.

ISSUE

Should the Public Works Committee recommend approval of a purchase (including a budget amendment) from Rodney Hunt of two additional gearboxes for isolation gates at the Sheboygan Regional Wastewater Treatment Plant (WWTP)?

STAFF RECOMMENDATION

Staff recommends approval.

BACKGROUND/DISCUSSION

The WWTP has six large aeration basins which are critical to Plant operations, providing oxygen to microorganisms in order to remove nutrients like phosphorus and nitrogen from the water. Four of these basins have large openings between them to allow water to serpentine through the process. These openings have gates which initially could be closed to isolate one basin from the others to complete maintenance while continuing treatment in the remaining basins. Unfortunately, these gates are old and inoperable, not allowing basins to be isolated from each other. The key piece to rehabilitating these gates is to replace the large gearbox that turns the screw raising and lowering each gate.

Two such gearboxes were purchased earlier this year, using a \$50,000 line item in the WWTP capital plan. At \$23,000 each, we only purchased two of the four gearboxes we need. The vendor has confirmed there are significant advantages to getting all four gearboxes ordered this year, including consistency in manufacturing and possible lower costs for shipping. Rather than budget for the second set of gearboxes in 2026, we hope to complete the order now.

FUNDING IMPACT

We have a quote from Rodney Hunt for \$23,000 per gearbox. The rehabilitation work will be completed by our crew, and some associated material costs may be encountered.

IF APPROVED, NEXT STEPS:

Assuming the City Council approves the budget amendment on 8/18, a purchase order would be issued and Rodney Hunt can add two gearboxes to the order that has already been placed. Installation will likely be completed in 2026, both due to lead times for complex equipment like this and the impact of cold temperatures on wastewater treatment.

DEPARTMENT OF
PUBLIC WORKS

2026 NEW JERSEY AVE.
SHEBOYGAN, WI
53081

920/459-3440
sheboyganwi.gov

**CITY OF SHEBOYGAN
RESOLUTION 80-25-26**

BY ALDERPERSONS DEKKER AND RUST.

AUGUST 11, 2025.

A RESOLUTION authorizing a 2025 budget amendment and the Purchasing Agent to issue a purchase order for the purchase of Two Isolation Gate Gearboxes for the Wastewater Treatment Plant.

WHEREAS, the effective treatment of wastewater utilizes six large aeration basins, four of which have large openings between them to facilitate flow; and

WHEREAS, gates were installed in these openings to allow the isolation of one basin from the rest while allowing treatment to continue; and

WHEREAS these gates have been inoperable for several years and require new gearboxes to be made serviceable again; and

WHEREAS, two such gearboxes were budgeted for and approved for purchase earlier this year; and

WHEREAS, the manufacturer has identified benefits to fabricating all four needed gearboxes in the same year, including consistency and possible freight expenses; and

WHEREAS, the budget account which is being used for this purchase remains healthy.

NOW, THEREFORE, BE IT RESOLVED: That the Purchasing Agent is authorized to issue a purchase order to Rodney Hunt of Houston, Texas, in the amount of \$46,000.00 for the purchase of two 5004 Hoist Head Combination w/ IB Gearboxes for the City of Sheboygan Wastewater Treatment Facility.

BE IT FURTHER RESOLVED: That the Finance Director is authorized to draw funds to cover the associated expenses with the above purchase via the following 2025 budget amendment:

INCREASE:

Wastewater Fund – Wastewater – Improvements Other Than Buildings (Acct. No. 630361-641100)	\$46,000
Wastewater Fund – Fund Equity Applied (Acct. No. 630-493000)	\$46,000

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan

CONFIDENTIAL



QUOTE #SP24-375

Date: 4/4/2025
 Expiration Date: 30 Days
 Payment: 25% With PO
 75% NET30
 For: Sheboygan WWTP, WI

Contact: Rachel Lee - LAI, Ltd.

Item #	Description	Unit Cost	QTY.	Total
	Per Installation Dwg: C-14217 & C-14218			
	5004 Hoist Head combination with IB gearbox, 2.75" LH	\$ 23,000.00	4	\$92,000.00
	* Special Order items are Non-Returnable/Non-Cancellable			
	* COMES WITH DIAL POSITION INDICATOR			
	* DOES NOT INCLUDE MOUNTING ADAPTER PLATE FOR PEDESTAL AND HARDWARE			
	* CUSTOMER TO MODIFY EXISTING PORTABLE OPERATOR TO USE WITH NEW GEARBOX			
	* NEW INSTALLTION DRAWING WILL BE PROVIDED FOR APPROVAL			
	* CUSTOMER TO FIELD DRILL AND TAP THE HOLE FOR EXTENSION STEM FOR POSITION INDICATOR			
	* Estimated Lead Time For Drawing : 3-4 Weeks ARO			
	* Estimated Lead Time to Ship : 16-18 Weeks After Approval Of Drawing			
	* APPLICABLE TAXES WILL BE ADDED AT THE TIME OF INVOICING			
	* Pricing Valid Only if All Items are Ordered as Quoted			
	* Quoted in US Dollars			
	* Genuine Rodney Hunt Replacement Parts			
	* 2% Interest Per Month Will Be Added For Late Payment			
	* Quote Price Includes Standard Ground Shipping			
	* Submittals, Site Service Not Included			

Address PO to: Rodney Hunt Inc. 46 Mill St. Orange, MA 01364

We accept all major credit cards

Rodney Hunt SO# 70885-2 QUOTE # SP24-375

Quote Prepared By : Lisa Kowalczyk (O) 978-544-7174

Email: lkowalczyk@rodneyhunt.com

(cc Darshil Shah - spares@rodneyhunt.com 978-894-4475)

Subtotal:	\$92,000.00
Freight:	Included
Total:	\$92,000.00

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Force Majeure: If there is delay in execution of the order due to any reason beyond our control, including but not limited to act of God, war, act or failure to act of government, act or omission of Buyer, fire, flood, earthquake, pandemic, strike or labor troubles, sabotage, or delay in obtaining from others suitable services, materials, components, equipment or transportation ("Force Majeure Event"), the delivery period shall be extended for the period equal to the delay and its consequences

**CITY OF SHEBOYGAN
ORDINANCE 12-25-26**

BY ALDERPERSONS DEKKER AND RUST.

AUGUST 11, 2025.

AN ORDINANCE amending sections 40-45 and 48-322 of the Sheboygan Municipal Code so as to allow the waiver of special events fees for public health benefit events.

THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

SECTION 1: **AMENDMENT** “Sec 40-45 Use Of Park By Permit” of the Sheboygan Municipal Code is hereby amended as follows:

“Sec 40-45 Use Of Park By Permit

...

- (b) *Fees.* The special events fee schedule, which shall be on file with the department of public works and city clerk, shall outline the fees applicable for renting a park, enclosed park building, park shelter, equipment, and other related materials or equipment. Applicable taxes shall be added to the fee at the time of payment. Fees and taxes shall be paid in full before a reservation is confirmed.

(1) Fee Waivers. The director of public works and city administrator may, upon written request submitted at least 30 days prior to the desired rental date, waive or reduce the applicable fees for:

- a. A non-profit entity that is formally recognized by the state or the federal government, which:
 1. Is holding an event open to the general public without an admission fee;
 2. Is not using the park rental as a fundraiser;
 3. Has provided good cause as to the financial hardship that would be caused by requiring the payment of the applicable full park rental fee; and
 4. Has established why the event benefits the city and its citizens such that the park rental fee, which is set in a manner to reflect the costs incurred by the city as a result of the rental, should not be charged for the park rental; so long as the event does not significantly impact city departments, services, operations, or activities.

- b. An entity that is holding an event open to the general public for the purpose of providing a public health benefit and that does not require an admission or participation fee.

An ~~non-profit~~ entity whose park rental fee waiver request is denied by the director of public works and city administrator may, within seven calendar days of the date of the denial, submit a written request to appeal the director's decision to the public works committee, which shall consider the appeal as soon as is practicable. Any waiver of fees under this subsection shall not constitute waiver of any other fee related to the event.

...”

SECTION 2: AMENDMENT “Sec 48-322 General Regulations” of the Sheboygan Municipal Code is hereby amended as follows:

“Sec 48-322 General Regulations

...

- (g) *Fees.* Fees for services, venues, equipment and the like shall be established by resolution of the common council via fee schedule. Such fees may change from time to time but in no event, shall an event organizer be required to pay a different fee than what was noted on the schedule at the time of permit approval. Fees may be waived upon approval of the city administrator and director of public works for special events that are open to the public for the purpose of providing a public health benefit and which do not charge a fee to attend or participate.

...”

SECTION 3: REPEALER CLAUSE All ordinances or resolutions or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION 4: **EFFECTIVE DATE** This ordinance shall be in effect from and after its passage and publication according to law.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan