



Town of Menasha Utility District

2000 Municipal Drive, Neenah, WI 54956

Submitted for approval on 4/25/05

UTILITY DISTRICT COMMISSION REGULAR MEETING
Municipal Complex - Assembly Room - Monday, April 11, 2005

Minutes

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

President Tews called the meeting to order at 5:00 p.m. followed with the Pledge of Allegiance.

Elected Officials Present: Arden Tews, Pres. Jay Schroeder, Comm. #1 Jerry Jurgensen, Comm. #3
Russ Handevidt, Comm. #4 Jeanne Krueger, Secretary Excused: Scott Sauer, Comm. #2
Others Present: James Archambo, Admin. Myra Piergrossi, Fin. Dir. George Dearborn, Com. Dev. Dir.
Brad Werner, Town Eng. Paula Pagel, Accts. Mgr. /Dep. Treas. Steve Laabs, Wastewater Supt.
Jeff Roth, Water Supt. Harrison Sturgis Timothy Herlitzka, Virchow Krause

2. AWARDS/PRESENTATIONS - None

3. PUBLIC FORUM - Non-Agendized Utility District Related Matters

(Limited to Ten Minutes - Non-Repetitive Matters) Pursuant to WI State Statutes 19.83(2) and 19.84(2), the public may present matters; however they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.

4. DISCUSSION ITEMS

a) Harry Sturgis - *Green Valley Ditch*: (Mr. Sturgis's letter to board members & clerk attached). Town of Neenah resident Harrison Sturgis asked; 1) Time-frame of the U.D. hookup of sewer/water if installed past his property. He was told 360 days as dictated by state stats. 2) Asked what the assessment would be for his properties. He was told 50%. 3) Asked if U.D. also required water installation. He was told yes. Mr. Sturgis also requested a copy of the U.D. agreement with the town of Neenah & the assessment policy.

It should also be noted for the record that Dir. Dearborn stated he and town staff have been given very little information on this project being studied by Ogden Properties.

b) Virchow Krause - *Review of Financial Statements*: CPA Timothy Herlitzka, representing Virchow Krause & Co. handed out an Operating Income Summary (Document Attached) and re-capped the 2004 audit and management letter.

5. OLD BUSINESS - None

6. NEW BUSINESS

a) 050411-1:UD Expenditures

MOTION: Handevidt/Jurgensen to adopt to approve the expenditures as submitted with the exception of (none). Motion carried.

b) 050411-2:UD Acceptance of Jacobsen Creek Condominiums - Phases 2, 3, and 4 Water and Sewer Main Extensions

MOTION: Handevidt/Jurgensen to adopt to approve as submitted. Motion carried.

7. ORDINANCES/POLICIES/AGREEMENTS - None

8. APPROVAL OF MINUTES

a) Regular Utility Commission Meeting - March 28, 2005

MOTION: Handevidt/Jurgensen to dispense with the reading of the above minutes and approve as submitted. Motion carried.

9. CORRESPONDENCE

a) Water Pumpage Report - March 2005

b) Water Main Breaks Report - March 2005

MOTION: Handevidt/Schroeder to accept the correspondence for filing as submitted. Motion carried.

10. REPORTS

Wastewater Superintendent Laabs - *Pierce Update*: Supt. Laabs stated Pierce Mfg. received town proposals from Foth & Van Dyke Engineering regarding the design and repair of Pierce Mfg. lateral and questionable flow meter. Pierce is awaiting approval of the expenditures for this project and will get back to Supt. Laabs for approval.

Community Development Director Dearborn - *Update Sewer Service Maps*: Dir. Dearborn explained the present and future service area expounding on various concerns, TIF possibility and flexibility of the plan. (Document Attached).

11. MOTIONS BY COMMISSIONERS - None

12. ADJOURNMENT

At 5:45 p.m., MOTION: Handevidt/Schroeder to adjourn. Motion carried.

Respectfully submitted,

Jeanne Krueger, Utility District Secretary