



Town of Menasha Utility District

2000 Municipal Drive, Neenah, WI 54956

Submitted for approval on 8/8/05

UTILITY DISTRICT COMMISSION REGULAR MEETING Municipal Complex - Assembly Room - Monday, July 25, 2005

Minutes

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Due to President Tews' absence, Comm. Jurgensen called the meeting to order at 5:00 p.m. followed by the Pledge of Allegiance.

Elected Officials Present: Jerry Jurgensen, Vice-Chair Jay Schroeder, Comm. #1

Barbara Hanson, Comm. #2 John Zaborsky, Comm. #4 Excused: Arden Tews, President

Others Present: James Archambo, Admin. Myra Piergrossi, Fin. Dir. George Dearborn, Com. Dev. Dir.
Jeanne Krueger, Secretary Brad Werner, Town Engineer Paula Pagel, Accts. Mgr. /Dep. Treas.
Steve Laabs, Wastewater Supt. Jeff Roth, Water Supt. Dale Haug Jerry Porsche Paul Eisen
John Davel, Davel Engr. Mike Sacotle, Esler Commercial

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.

Res. Dale Haug thanked the U.D. Commission for the repairs in his Otto Street area and asked what was planned next as he felt the ditches would need grading for proper drainage. Mr. Haug also encouraged the commissioners to seriously consider a storm water drainage program. He further stated he had been waiting for a call back from the town's street department and asked Adm. Archambo to follow up.

Eng. John Davel representing Davel Engineering urged the commissioners to support the north-west interceptor project.

4. DISCUSSION ITEMS

a) Northwest Sanitary Sewer Interceptor - McMahon Associates: P.E. Brad Werner, McMahon Associates, explained Area 8 plans including cost estimates, potential development, impact fees that he felt were fair and equitable, past history and future plans regarding this project. (See Attached Documents).

5. OLD BUSINESS - None

6. NEW BUSINESS

a) 050725-1:UD Expenditures

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

7. ORDINANCES/POLICIES/AGREEMENTS

a) 050725-1:ORD:UD An Ordinance Approving and Adopting the Revised Ordinance Contract Which Constitutes the Agreement for the Creation and Authority of the Grand Chute-Menasha West Sewerage Commission and Which Ordinance Contract Includes the Sewer Use Ordinance to be Effective Within the Town of Menasha Utility District *First Reading*

MOTION: Zaborsky/Hanson to accept the *First Reading* of the ordinance as submitted. Motion carried.

8. APPROVAL OF MINUTES

a) Regular Utility Commission Meeting - July 11, 2005

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

9. CORRESPONDENCE - None

10. REPORTS - None

11. MOTIONS BY COMMISSIONERS - None

12. ADJOURNMENT

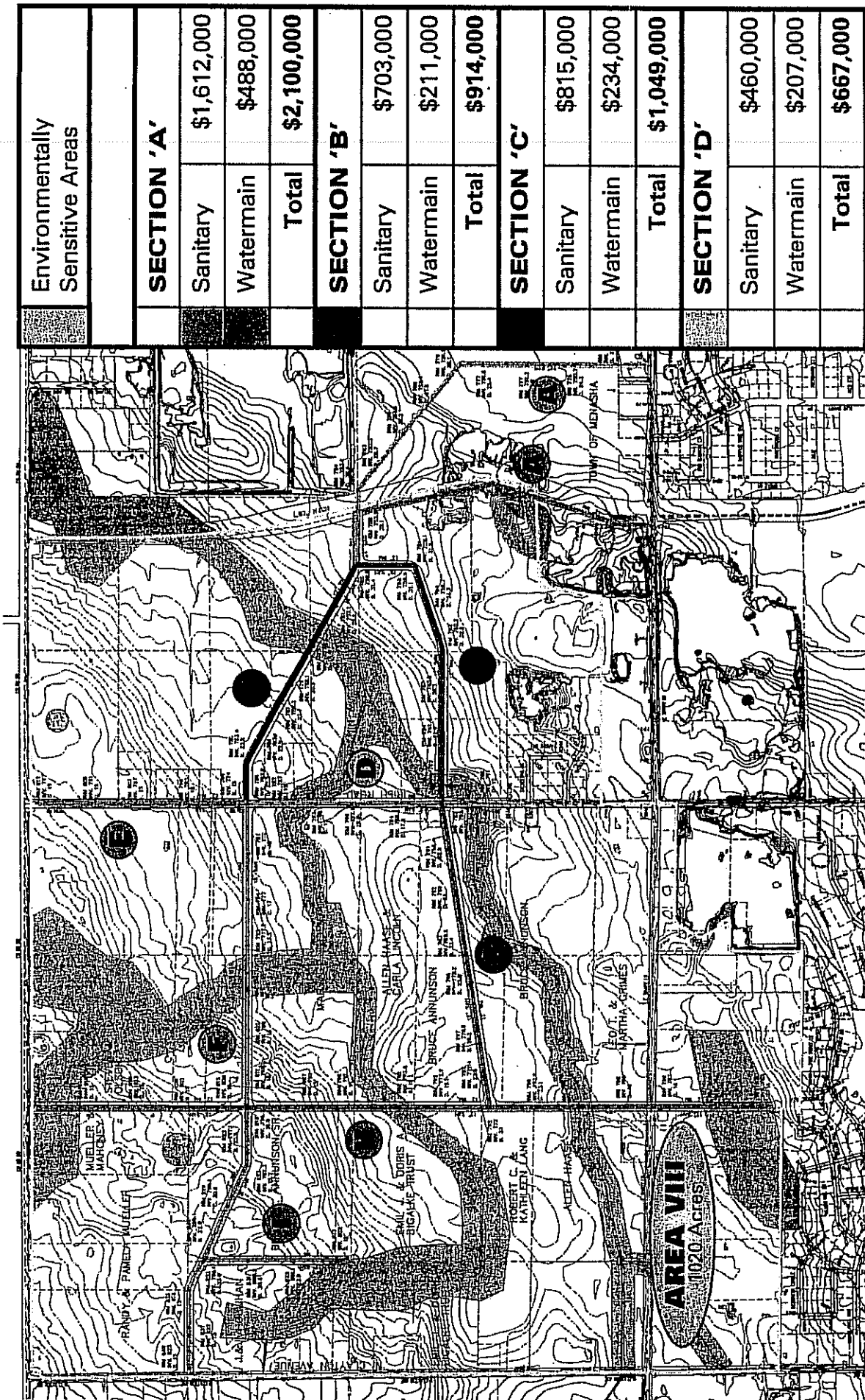
At 5:58 p.m., MOTION: Zaborsky/Schroeder to adjourn. Motion carried.

Respectfully submitted,



Jeanne Krueger, Utility District Secretary

V.D. MTG: 7/25/06
 Discussion Item = NW San. Sewer
 Interceptor



Environmentally Sensitive Areas	
SECTION 'A'	
Sanitary	\$1,612,000
Watermain	\$488,000
Total	\$2,100,000
SECTION 'B'	
Sanitary	\$703,000
Watermain	\$211,000
Total	\$914,000
SECTION 'C'	
Sanitary	\$815,000
Watermain	\$234,000
Total	\$1,049,000
SECTION 'D'	
Sanitary	\$460,000
Watermain	\$207,000
Total	\$667,000

McMAHON ASSOCIATES, INC.

ENGINEERS ■ ARCHITECTS
PROJ. MGRS. ■ SURVEYORS

1445 McMahon Drive Neenah, WI 54956
Mailing Address: P.O. Box 1025 Neenah, WI 54957-1025
Tel: (920) 751-4200 Fax: (920) 751-4284
e-mail: mcm@mcmgrp.com

August 17, 2004

Mr. Jim Archambo
Town Of Menasha
2000 Municipal Drive
Neenah, WI 54956

Re: Town Of Menasha
Area VIII Interceptor Costs
McM. No. M0004-940520

Dear Jim:

As requested, we have reviewed the Interceptor Impact Fee as it would apply to the portions of interceptor pipe proposed to be installed through the undeveloped Town property north of Shady Lane and east of CTH 'CB'. Included is a copy of correspondence from our office to Attorney Roger Clark used for the establishment of this fee in the Utility District's Ordinance.

The Interceptor Impact Fee was implemented to equitably recapture capital costs required to provide service of sanitary sewer and water main to all the west side customers. Capital costs used in the calculation of this rate included the interceptor sewer between the Wastewater Treatment Plant and Highway '150', the Highway '150' sewage pumping station and over-sizing costs for sewers larger than 8-inch.

The capital costs for water transmission mains include all over-sizing costs for mains larger than 8-inches.

Included are the maps indicating the locations of the interceptor sewers and water mains which were considered in the impact fee. The sanitary sewer extension through the Town Of Menasha undeveloped property was included in the costs for the calculation of the impact fee. The plan also took into consideration the cost of extending the sanitary interceptor along CTH 'CB' and west to Irish Road. This is the portion of the sewer extension proposed through the Calnin & Goss property.

Mr. Jim Archambo
Town Of Menasha

Typically the 8-inch sanitary and water main equivalent costs are paid for by the developer of the land in which the larger mains are being extended. In this case the Town Of Menasha owns the land east of CTH 'CB' and north of Shady Lane. To recapture these costs the following options could be considered.

1. The Town develops the land adjacent to the interceptor and the Utility recaptures the 8-inch equivalent costs through an assessment to the Town.
2. The Utility absorbs the total cost of the project and monies are recaptured through the impact fee structure.

The estimated cost of the 8-inch equivalent sewer cost for the extension through the Town property is approximately \$400,000. This would normally be the developers share. Our Ordinance does not specifically cover how to deal with this cost. The estimated acreage for this interceptor is 940. This equates to an estimated \$1,170/acre towards the \$1,500 impact fee. Other over-sizing credits and unique costs will add to this number along with water main over-sizing to push the number greater than \$1,500/acre. The \$400,000 normally paid for by development equates to about \$425/acre of the \$1,170/acre.

I would recommend discussion of this issue at a future Commission Meeting. The use of the Town property is key as it could cost the Town or the Utility an estimated \$400,000 in lost revenue. It should be noted when the interceptor route was initially planned the Town had a proposed business park development for this property which would have paid the 8-inch equivalent cost.

If you have any questions please give me a call.

Very truly yours,

McMahon Associates, Inc.



~~Brad D. Werner, P.E.~~

Associate / Senior Project Engineer

BDW:car
Enclosure

McMAHON ASSOCIATES, INC.

ENGINEERS ■ ARCHITECTS
PROJ. MGRS. ■ SURVEYORS

1445 McMahon Drive Neenah, WI 54956
Mailing Address: P.O. Box 1025 Neenah, WI 54957-1025
Tel: (920) 751-4200 Fax: (920) 751-4284
e-mail: mcm@mcmgrp.com

November 8, 2001

Mr. Roger Clark
Herrling Clark Law Firm
800 North Lynndale Drive
Appleton, WI 54914

Re: Town of Menasha Utility District
West Side Impact Fee
McM. NO. M004-91765

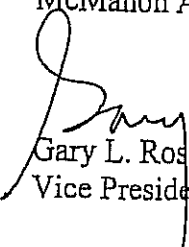
Dear Roger:

Enclosed is a draft of the interceptor impact fee language for the ordinance, as requested. Please note that this only applies to the west side system.

Please call to discuss or provide comments.

Very truly yours,

McMahon Associates, Inc.


Gary L. Rosenbeck, P.E.
Vice President

GLR:car

Enclosure

INTERCEPTOR IMPACT FEE

Prepared For The TOWN OF MENASHA UTILITY DISTRICT

Prepared By:
McMahon Associates, Inc.
Neenah, Wisconsin

October 29, 2001
McM. No. M004-91765

PURPOSE

All property located within the West Side Utility District shall be charged an impact fee which represents the cost to the Utility District to provide excess capacity in the sanitary sewer interceptor system and the water transmission main systems located on the west side of Little Lake Butte des Morts. The capital costs to provide this excess capacity in the sanitary sewer and water system is borne by the Utility District to assure all future customers that the capacity to deliver wastewater to the treatment plant and the transmission main capacity to deliver potable water from the source to the customer is available throughout the Utility District. These costs are recovered from future users with the charging of an impact fee.

COST DETERMINATION

The capital cost for sanitary interceptor system specifically includes the capital cost for interceptor sewer system between the wastewater treatment plant and STH "150, the Highway "150" sewage pumping station and includes all costs associated with the oversizing of all sanitary sewers larger than 8-inch diameter in size. The capital costs for water transmission main system includes the costs associated with the oversizing of all water mains larger than 8-inch diameter.

The total impact fee charge shall consist of the sum of the sanitary sewer interceptor impact fee and the water transmission impact fee with each to be determined as follows:

■ Sanitary Sewer Interceptor Fee

The total cost expended by the Utility District and the estimate of cost of future interceptor sewers representing the cost for increasing the sewer system size and capacity greater than the minimum size of 8-inch within the entire Utility District and the entire cost of the sanitary interceptor sewer between the wastewater treatment plant and STH "150" (Winnchester Road) and the Highway "150" sewage pumping station shall be divided by the total service area of the sanitary sewer interceptor system per the following formula:

$$\text{Impact Fee} = \frac{\text{Utility District Infrastructure Cost (\$)}}{\text{Area Served (Acres)}} = \text{Unit Cost \$/Acre}$$

■ Water Transmission Impact Fee

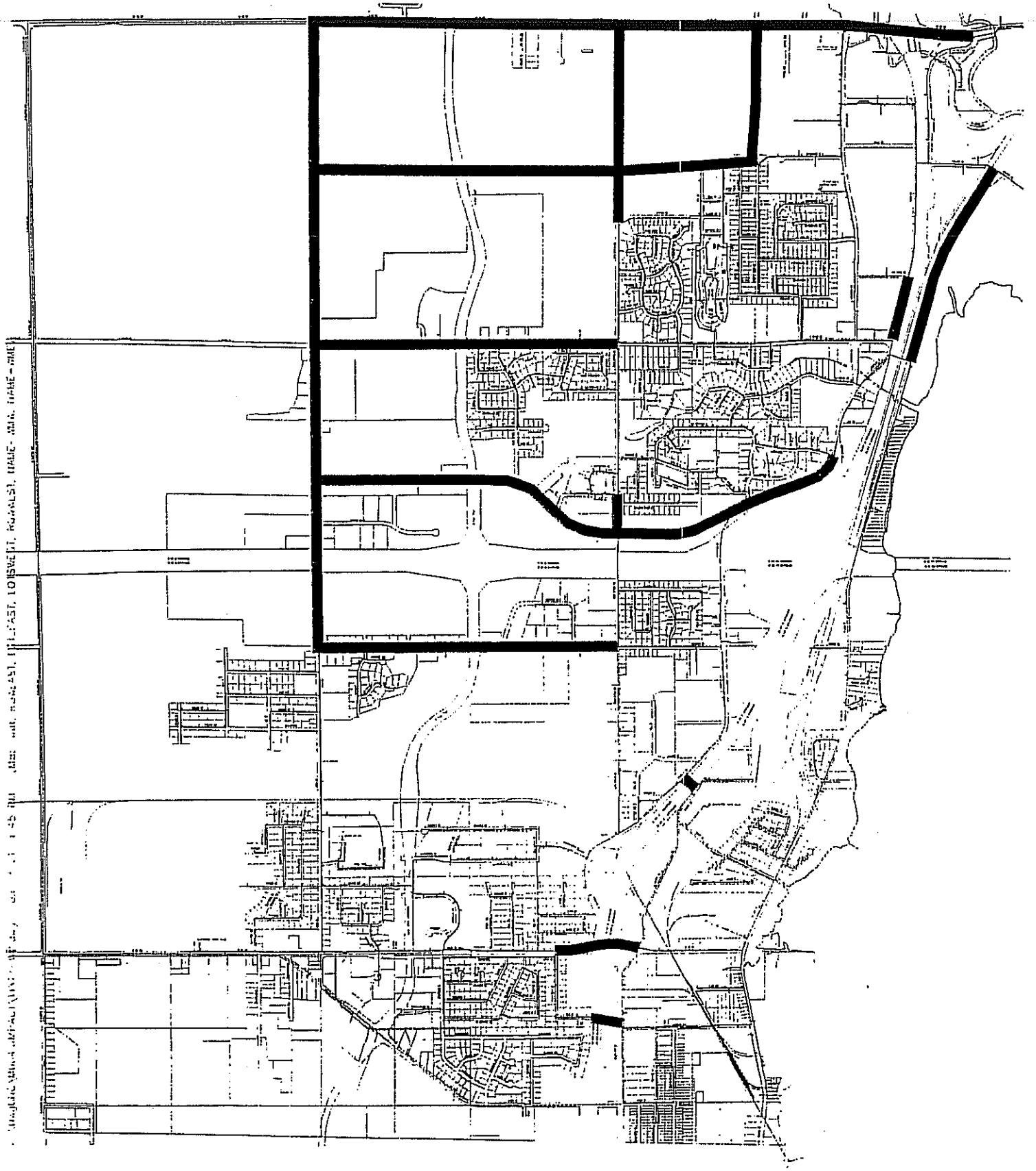
The total cost expended by the Utility District and the estimated cost of future water transmission mains representing the cost for increasing the water system size and capacity greater than the minimum size of 8-inch diameter within the entire Utility District shall be divided by the total service area of the water system per the following formula:

$$\text{Impact Fee} = \frac{\text{Infrastructure Cost (\$)}}{\text{Area Served}} = \text{Unit Cost \$/Acre}$$

There shall be an exclusion for roadways and lands identified as wetlands, conservancy or found to be non-buildable in the calculation of acreage.



WEST SIDE TOWN OF MENASHA WATER DISTRIBUTION



111 - EAST, LOUISIANA, ROANOK, HALE, VAN DYKE, HALE

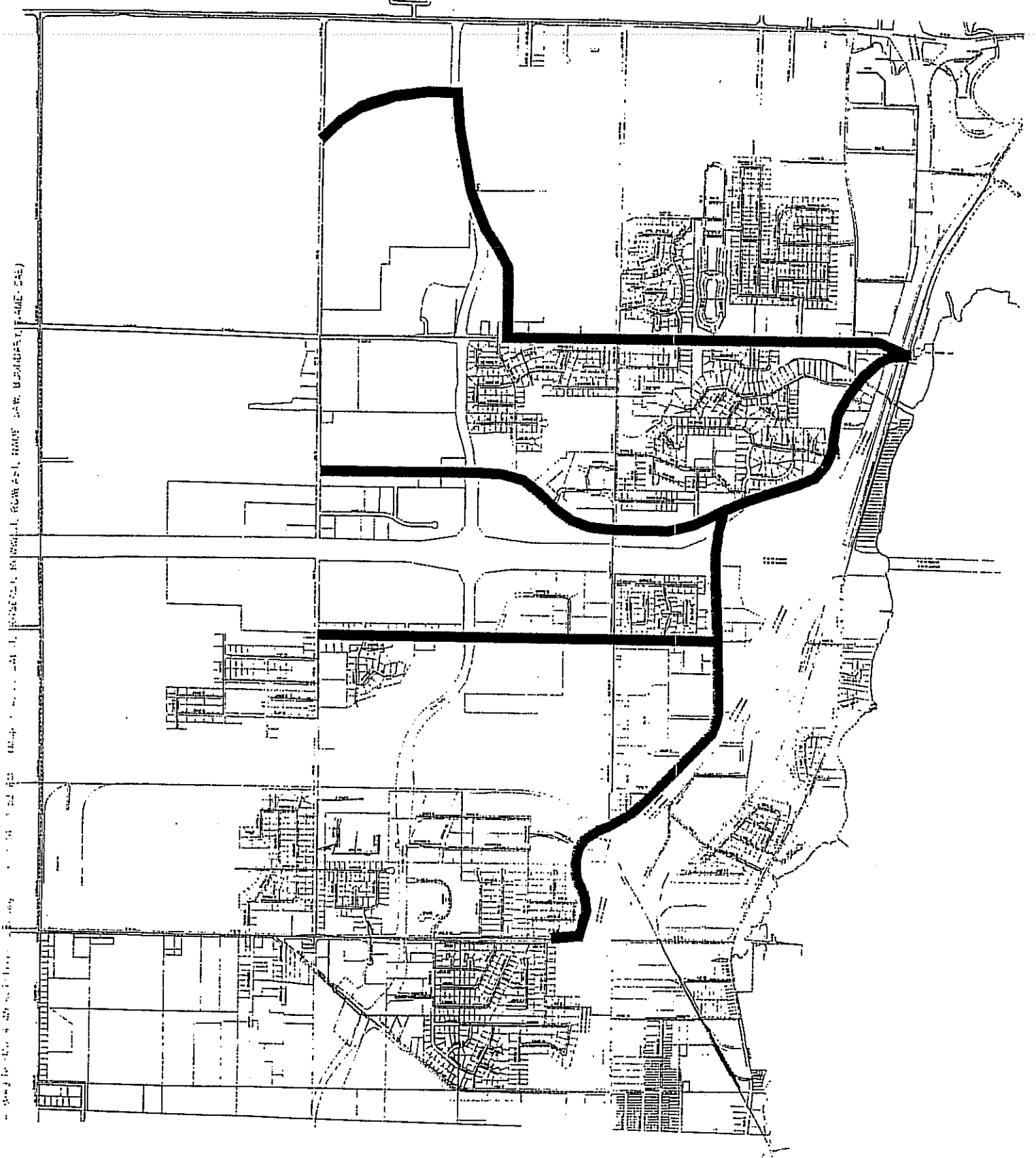
OVERSIZING COST OF WATER TRANSMISSION MAIN & UNASSESSABLE
COSTS FOR TRANSMISSION MAIN INFRASTRUCTURE

WATER SYSTEM
IMPACT FEE

CDW/RF 4/04



WEST SIDE TOWN OF MENASHA SANITARY SEWER



COST OF INTERCEPTOR SYSTEM REPRESENTING MAIN INTERCEPTOR SEWER
& OVSERSIZING COSTS FOR REGIONAL INTERCEPTOR SEWERS

SERVICE AREA

— INTERCEPTOR
IMPACT FEE

TOWN OF MENASHA SANITARY DISTRICT NO. 4
(Winnebago County, Wisconsin)

ORDER 95-01
FOR
INTERCEPTOR IMPACT FEES

This Order is created pursuant to the authority vested in Town of Menasha Sanitary District No. 4 pursuant to Wisconsin Statutes 60.77(5)(c) and (e), 66.076, and other applicable Wisconsin law.

IT IS HEREBY ORDERED by the Board of Commissioners, Town of Menasha Sanitary District No. 4, as follows:

1. Purpose. That new development located within the property legally described on Exhibit "A" attached hereto and incorporated herein by reference (which property shall be referred to herein as the "Service Area") will require new or expanded public facilities for interceptor lines.

2. Cost Determination. The capital costs estimated for purposes of this Order have been determined by Town of Menasha Sanitary District No. 4 in consultation with their consulting engineers.

3. Charges. Charges will be imposed against the properties included in the Service Area legally described on Exhibit "A", on a per acre basis, according to the following schedule:

a.) \$1,500.00 per acre. Partial acres will be prorated based upon the percentage of a total acre determined by the ratio that the lot size bears in square footage to the square footage of a total acre, consisting of 43,560 square feet.

b.) Residential and other properties, if any, having lot sizes of less than one-third of an acre will be subject to a minimum charge of \$500.00. Any lot larger than 1/3 acre (14,520 square feet) will be charged at a rate of 3.44 cents per square foot. Property owners will be responsible to provide site plans with square footage or acreage of the project area.

There will be no exclusions of acreage for roadways in the calculation of acreage.

4. Collection. The charges imposed by this Order will be due on the earlier of the issuance of an inspection permit, or a meter installation request, or a request for, or actual service hook-up.

5. Severability. If any portion of this Order is rendered invalid or unenforceable for any reason the remaining portions of this Order shall continue in full force and effect.

This Order has been approved and adopted effective this 9th day of March, 1995.

TOWN OF MENASHA
SANITARY DISTRICT NO. 4

BY: Harold A. Clifford
Harold A. Clifford
Commission President

BY: Robert P. Gross
Robert P. Gross
Commission Secretary

Signatures of Harold A. Clifford
and Robert P. Gross subscribed and
sworn to before me this 9th day
of March, 1995

Paula J. Paul
Notary Public, State of Wisconsin
My commission expires May 7, 1995


Commissioners voting in favor: 3
Harold A. Clifford
Robert P. Gross
Gerald X. Cuarford

Commissioners voting against: NONE

A LEGAL DESC
For T
TOWN OF MENASHA

#4

SANITARY SEW

Sanitary Sewer


A part of Northwest and Southwest of the west, Southwest, Southeast and Northeast Four (4).

Section Four (4), the Northwest Quarter (1/4) of Section

- All 1/4 1/4 of Section Five (5)
- All 1/4 1/4 of Section Six (6)
- All 1/4 1/4 of Section Seven (7)
- All 1/4 1/4 of Section Eight (8)

The Northwest, Southwest, Southeast and Northeast Quarter (1/4) of the Northeast Quarter (1/4) of Section Seventeen (17).

The Northwest, Southwest, Southeast and Northeast Quarter (1/4) of the Northwest Quarter (1/4) of Section Seventeen (17).

The Northeast Quarter (1/4) of the Southeast Quarter (1/4) of Section Seventeen (17).

All 1/4, 1/4 of the Northeast Quarter (1/4) of Section Eighteen (18).

All 1/4, 1/4 of the Northwest Quarter (1/4) of Section Eighteen (18).

All Northwest Quarter (1/4) and Southwest Quarter (1/4) of the Northwest (1/4) of Section Twenty-One (21).

Part of Government Lot one (1) and two (2) of Section Twenty-One (21).

All in Township Twenty (20) North, Range Seventeen (17) East, Town of Menasha, Winnebago County, Wisconsin and being described as follows:

Beginning of the Northwest corner of said Section Four (4);

Thence West along the North line of said Section Five (5) and Six (6) to the Northwest corner of said Section Six (6);

Thence South along the West line of said Section Six (6), Seven (7) and Eighteen (18) to the Southwest corner of the Northwest Quarter (1/4) of said Section Eighteen (18);

Thence East along the South line of the Northwest Quarter (1/4) and the Northeast Quarter (1/4) of said Section Eighteen (18) and the South line of the Northwest Quarter (1/4) of said Section Seventeen (17) also being the centerline of Wisconsin Central Ltd. Railroad to the Southeast corner of the Northwest Quarter (1/4) of said Section Seventeen (17);

Thence continue East along the South line of the Northeast Quarter (1/4) of said Section Seventeen (17) to a point of curvature of the said centerline of the Wisconsin Central Ltd. Railroad;

Thence Southeasterly along said railroad centerline to the centerline of American Drive;

Thence Northeasterly along said centerline of American Drive to the East line of said Section Seventeen (17);

Northwest corner of the Southwest Quarter (1/4) of said Section Four (4);

Thence East along the North line of the Southwest Quarter (1/4) of said Section Four (4) to the Northeast corner of the Northwest Quarter (1/4) of the Southwest Quarter (1/4) of said Section Four (4);

Thence North 660-feet more or less to the intersection with North line of Fox Meadows, a recorded subdivision, extended Westerly;

Thence South 89°36'32" East, 1,320-feet more or less along the North line of said Fox Meadows and its extension to the Northeast corner of Fox Meadows;

Thence North 926.04-feet along the East line of the Northwest Quarter (1/4) of said Section Four (4) to the South line of Certified Survey Map #1397;

Thence East 786.38-feet along the South line of Lot one (1) Certified Survey Map #1397 to the Southeast corner thereof;

Thence North 1,157.18-feet along the West line of Lots one (1), two (2), three (3), and four (4) of Certified Survey Map #1543;

Thence East 151.20-feet along the North line of Lot one (1) Certified Survey Map #1543;

Thence North along the West line of Lot one (1) Certified Survey Map #1543 and its Northerly extension to the North line of the Northwest Quarter (1/4) of the Northeast Quarter (1/4) of said Section Four (4);

Thence West along the North line of said Section Four (4) to the Northwest corner of said Section Four (4) and the point of beginning.

And
Beginning at the Northwest corner of said Section Twenty-One (21). Thence South along the West line of said Section Twenty-One (21) to the Southwest corner of the Northwest Quarter (1/4) of said Section Twenty-One (21).

Thence East along the South line of the Northwest Quarter (1/4) and the South line of Government Lot 2 of said Section Twenty-One (21) to the centerline of North Lake Street;

Thence Northwesterly along the centerline of North Lake Street to the North line of said Section Twenty-One (21);

Thence West along the North line of said Section Twenty-One (21) to the point of beginning.

DMS:car

McMahon Associates, Inc.
1377 Midway Road
P.O. Box 405
Menasha, WI 54952-0405
(414) 739-0351

