



Town of Menasha Utility District

2000 Municipal Drive, Neenah, WI 54956

Submitted for approval on 9/12/05

UTILITY DISTRICT COMMISSION REGULAR MEETING
Municipal Complex - Assembly Room - Monday, August 22, 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, President Jay Schroeder, Comm. #1 Barbara Hanson, Comm. #2
Jerry Jurgensen, Comm. #3 John Zaborsky, Comm. #4

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. Ernest Williams, Roehl Transportation
Max Ogden, Ogden Plumbing Jeff Ogden, Ogden Plumbing Pat Von Abel, Commercial Horizon

2. AWARDS/PRESENTATIONS - None

3. PUBLIC FORUM - Non-Agendized Utility District Related Matters - None

(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) Northwest Interceptor Project: Engineer Brad Werner/McMahon & Associates presented various alternatives the recapture of costs of the extension of a sanitary interceptor through town-owned property east of CTH"CB" and north of Shady Lane. (See Attached Documents)

5. OLD BUSINESS - None

6. NEW BUSINESS

a) 050822-1:UD Expenditures

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

7. ORDINANCES/POLICIES/AGREEMENTS

b) 050725-1: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 Adoption

MOTION: Jurgensen/Zaborsky to adopt as submitted. Motion carried.

8. APPROVAL OF MINUTES

a) Regular Utility Commission Meeting - August 8, 2005

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

9. CORRESPONDENCE - None

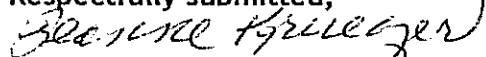
10. REPORTS - No Reports

11. MOTIONS BY COMMISSIONERS - None

12. ADJOURNMENT

At 5:53 p.m., MOTION: Zaborsky/Jurgensen to adjourn. Motion carried.

Respectfully submitted,


Jeanne Krueger, Utility District Secretary

Utility Discussion Item a)
Aug. 22, 2005

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, 2005

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

Re: Town of Menasha Utility District
Area VIII Sanitary Sewer Assessment
McM. No. M0004-940520

Dear Jim:

As requested, we have prepared an outline for recapturing the costs of the extension of a sanitary interceptor through to Town owned property east of CTH "CB" and north of Shady Lane. The intention of this outline is to estimate the developable land in Area VIII and assign a per acre cost for allocation.

■ Calculation of Assessment Rate:

Estimated Gross Acreage of Area VIII:	1,020 Acres	✓ <i>correctable?</i>
Estimated Existing Road Areas:	15 Acres	
Estimated ESA Areas:	185 Acres	
Estimated Storm Water Management Areas:	35 Acres	
Net Developable Area:	785 Acres	
Estimated Cost of Sanitary Interceptor Section A:	\$1,451,000	
Estimated Cost per Acre Assessment:	\$1,850/Acre	

NOTE: This Assessment assumes 100% of the costs of the interceptor are assessed.



Mr. Jim Archambo
Town of Menasha

The following, is an example calculation of the impact on a residential development.

▪ Alaskan Acres

Gross Land Acreage:	10.1 Acres
Estimated ESA Areas:	0 Acres
Estimated Existing Road Areas:	0 Acres
Estimated Stormwater Management Areas:	0 Acres

Net Developed Area: 10.1 Acres

- Estimated Sanitary Interceptor Assessment
10.1 Acres x \$1,850/Acre = \$18,685
- Estimated per lot cost (22 Lots) = \$850/Lot

The assessment to Alaskan Acres for its' share of the costs could be collected in several manners. The following are options for consideration.

- Option 1: The developer pays the assessment up front upon recording of the final plat for the development.
- Option 2: The developer pays the assessment upon acceptance of the completed improvements by the Town of Menasha Utility District.
- Option 3: The developer pays the assessment on a per lot basis at the time of sale or development of the lot. The per lot cost would vary for each development.

▪ Other Considerations

1. Should Alaskan Acres be assessed?
2. Should the Utility District pay the oversizing cost, so only the 8-inch equivalent cost of Section A is assessed?
3. Should the cost of the water main extension down CTH "CB" be included in the assessment?

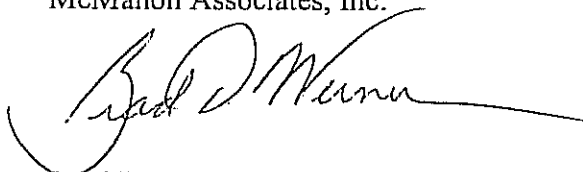
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Mr. Jim Archambo
Town of Menasha

I look forward to reviewing this information with Staff and the Commission.

Very truly yours,

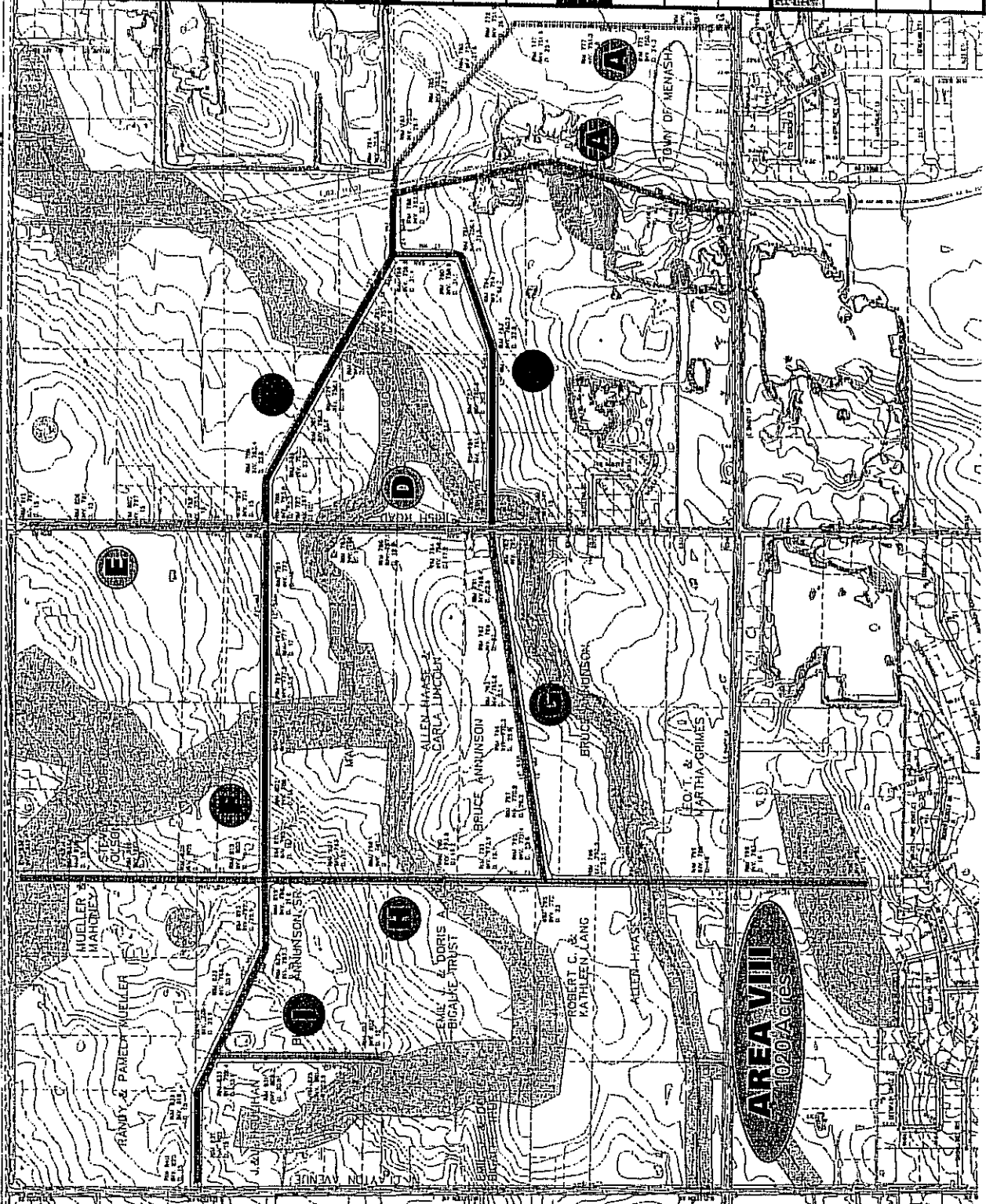
McMahon Associates, Inc.

A handwritten signature in black ink, appearing to read "Brad D. Werner", with a long horizontal flourish extending to the right.

Brad D. Werner, P.E.
Associate / Senior Project Engineer

BDW:mve

BB



Environmentally Sensitive Areas	
SECTION 'A'	
Sanitary	\$1,451,000
Watermain	\$431,000
Total	\$1,882,000
SECTION 'B'	
Sanitary	\$703,000
Watermain	\$211,000
Total	\$914,000
SECTION 'C'	
Sanitary	\$976,000
Watermain	\$291,000
Total	\$1,267,000
SECTION 'D'	
Sanitary	\$460,000
Watermain	\$207,000
Total	\$667,000