

Town of Menasha
Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, October 9, 2006

Minutes

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

President Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Present were Commissioners McQuillan, Hanson, Jurgensen and Youngquist.

Also Present: Administrator Archambo; Finance Dir. Piergrossi; Com. Dev. Dir. Dearborn; Secretary Tweedie; Engineer Werner; Accts. Mgr./Deputy Treas. Pagel; Wastewater Supt. Laabs; Water Supt. Roth; Attorney Koehler.

Also Present: Carla Lincoln; Penny Troiber; Lynn Schweitzer; Barb & Dale Knaack; Ralph Grundy; Pat Dobberke; Eugene Grundy; Mary Moreau; Melvin & Carol Schultz; Kevin Reindl; Jenny Bongert; Willis Timm; Claude Foster; Patti Haase; Les Siemek; Scott Bricco & Dawn; Bruce Holtz; Chris Foster; Robert Lang

2. AWARDS/PRESENTATIONS

3. PUBLIC FORUM

Resident Barb Knaack, 2379 Irish Road, spoke about the impact fee study and presented questions for staff (attached).

4. DISCUSSION ITEMS

5. OLD BUSINESS

6. NEW BUSINESS

a) 061009-1: UD Expenditures

MOTION: Youngquist/Jurgensen to approve the expenditures as submitted. Motion carried.

b) 061009-2:UD Change Order #1 for Water Main Reconstruction on Valley Road, Memorial Drive, Chain Drive, Grove Street, Lynch Avenue, Appleton Road, Windmar Drive and Eagle Drive

MOTION: McQuillan/Hanson to adopt as submitted. Motion carried.

c) 061009-3: UD Change Order #3 for the Northwest Interceptor Sanitary Sewer and Water Main Project

MOTION: Youngquist/Jurgensen to approve as submitted. Motion carried.

d) 061009-4: UD Winding Creek Estates Development Agreement - Amendment 1

MOTION: Jurgensen/Youngquist to adopt as submitted.

Discussion ensued about four families who have laterals in, and some who fall under umbrella agreements. Residents posed various questions to the Utility Commissioners. Administrator Archambo stated this covers only the first phase and will later be adding a second agreement for the project. Some board members requested postponement in order to have more time to read over the agreement.

MOTION: Hanson/Jurgensen to postpone to the October 23 Utility Commission Meeting. Motion carried. On the main motion, motion carried.

e) 061009-5: UD Authorization to Sign an Engagement Letter with Virchow Krause for Impact Fee Study Related to the Water and Sewer Utilities

MOTION: Youngquist/Jurgensen to approve as submitted. Discussion ensued among residents inquiring as to new and different impact fees which may result on their properties, with President Tews explaining that the study came about because it was what the property owners wanted. Administrator Archambo explained the study; it would address future costs to extend the sewer and water, the fashion in which to charge out, and bring out to current state statutes.

MOTION: Youngquist/Tews to amend to receive a couple of proposals for impact fee studies for water and sewer. Motion carried on the amendment. On the main motion, motion carried unanimously.

7. ORDINANCES/POLICIES/AGREEMENTS

a) 061009-1: UD: ORD Amend Town of Menasha Municipal Code Chapter 28 Sewer and Water Public Utilities Commission Section 28.25 Mandatory Connection to Sewer; and 28.31 Capital Costs, Replacement, Connection Fees and Impact Fees Town of Menasha Sanitary District 4 ORDER 95-01 for Interceptor Impact Fees Subsection 4. Collection. First Reading

Attorney Koehler explained that action concerning Order 95-01 and the Town of Menasha Municipal Code Chapter 28 should be split between the Utility District Meeting and the Town Board Meeting. Changes to Order 95-01(4) Collections, falls under the authority of the Utility District Commission and amending Chapter 28 - Deferred Connections, falls under the authority of the Town Board. Discussion about Chapter 28 may occur in the Utility District Meeting but no action should be taken on anything except Order 95-01. (See same item on the Town Board Meeting agenda).

On Town of Menasha Sanitary District No. 4 Order 95-01 for Interceptor Impact Fees, MOTION: Youngquist/McQuillan to postpone until a study is completed. Motion carried.

8. APPROVAL OF MINUTES

a) Regular Meeting - September 25, 2006

b) Special Meeting - September 27, 2006

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

9. CORRESPONDENCE

a) Water Main Breaks - September 2006

MOTION: Hanson/Jurgensen to accept the correspondence as submitted. Motion carried unanimously.

10. REPORTS

a) Water Superintendent Roth - Gave update on Lakeshore Drive water mains and reported 30% are in.

b) Wastewater Superintendent Laabs - Gave update on lateral repairs on Plank Road, also stated 34 yet to televise.

11. MOTIONS BY COMMISSIONERS

12. ADJOURNMENT

At 6:16 p.m., MOTION: Jurgensen/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen J. Tweedie, Utility District Secretary