

Town of Menasha
Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, December 3, 2007

Minutes

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

President Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Secretary Tweedie took roll call and present were President Tews, Commissioner McQuillan, Commissioner Hanson Commissioner McNamee and Commissioner Youngquist.

Also present were Administrator Sturgell, Finance Dir. Piergrossi, Com. Dev. Dir. Dearborn, Secretary Tweedie, Engineer Werner, Wastewater Supt. Laabs, Water Supt. Roth, Barb Knaack, Pat Dobberke, Melvin Schultz, Claude Foster, Penny Troiber, Jay Schroeder, Jerry Finch, and Bruce Anunson.

Excused was Accts. Mgr./Deputy Treas. Pagel

2. AWARDS/PRESENTATIONS

a) **Schenck and Associates David MacCoux, CPA - Water Rate Study:** Mr. David MacCoux gave an overview of the water rate study by providing existing and comparison rates, objective to provide sufficient cash flow, and gave the recommendation of authorized rate of return of 7.5% with a projected 41% average increase on water charges. Other changes were discussed including the late fee calculation, and change in public fire protection charges which addresses fire hydrants. Mr. MacCoux answered various questions from the Commissioners.

3. PUBLIC FORUM

4. DISCUSSION ITEMS

a) **Administrator Jeffrey Sturgell - Impact Fees:** Administrator Sturgell gave a presentation and expressed his ideas for consideration by the Commissioners to modify the Town's current ordinance on impact fees. Administrator Sturgell stated that he met with a few residents impacted by the Northwest Interceptor to run the idea past them. His proposal: Leaving the \$1500.00 per acre impact fee as is, but in the future, exempt existing structures (not parcels) from the fees. As an example, a 20-acre farm without a structure on it would be deferred until a structure was placed on the property and then a fee would be applied. When a developer develops, they would pay the impact fee. Various questions were asked and answered regarding different scenarios in which the impact fees would be assessed and when. Commissioner McQuillan discussed the scenario of an original homestead already impacted by the fee being torn down and then rebuilt, and; an additional home being placed on that same property already impacted by a fee. Comments were made about the approximately 30 small parcels which are not developing that would be a loss to the Commission, along with 132 acres of Town-owned property in which the Town would never receive payback. Commissioners and staff discussed tracking methods, handling deferred fees and circumstances when vacant parcels would not benefit.

After the presentation, President Tews had asked to suspend discussion of the impact fees and reconvene the Utility Commission Meeting after the Town Board Meeting had concluded, to allow residents time to make comments.

Commissioner Hanson inquired with Finance Director Piergrossi as to whether August Winter had paid their outstanding invoice, and Finance Director Piergrossi stated no, she would be issuing a late notice to them.

President Tews proceeded on to New Business.

5. OLD BUSINESS

6. NEW BUSINESS

a) 071203-1:UD Expenditures

MOTION: Hanson/Youngquist to approve the expenditures with the exception of none. Motion carried.

b) 071203-2:UD Authorize Submission of Water Rate Study to the Public Service Commission

MOTION: Youngquist/McNamee to adopt as submitted. Motion carried.

7. ORDINANCES/POLICIES/AGREEMENTS

8. APPROVAL OF MINUTES

a) Regular Utility Commission Meeting - November 19, 2007

b) Special Utility Commission Meeting - November 27, 2007

MOTION: McQuillan/Hanson to dispense with the reading of the above minutes and approve as submitted. Motion carried. Regarding the minutes of November 19, Commissioner Youngquist abstained due to absence.

9. CORRESPONDENCE

10. REPORTS

11. MOTIONS BY COMMISSIONERS

At 5:48 p.m. MOTION: McQuillan/Hanson to suspend the Utility Commission meeting and reconvene after the Regular Town Board Meeting.

At 6:54 p.m., MOTION: McQuillan/Hanson to reconvene the Utility Commission Meeting. Motion carried. Discussion ensued when property owner Ms. Pat Dobberke expressed concern of the complexity of the impact fees, and asked various questions regarding amounts of fees and how they were determined as it related to the pipe over-sizing which occurred in some areas.

President Tews gave an explanation of the mapped area when in 1995 the interceptor pipe was run through the Town's west side and the original impact fee was put in place.

After the impact fees were paid, the Town ran short on each project which today amounts to some \$700,000-\$775,000 dollars. The Impact Fee Area Map was shown for residents to view as Administrator Sturgell explained the sequence of events in which Sanitary District 4, [the Town's utility as it was known then] determined the cost of the interceptor pipe to go in, and the cost difference of 8" versus 24" water main. He explained the pooling of the over-sizing costs, and the fees which were spread equally amongst all residents in the entire area. Administrator Sturgell noted the impact fee is \$1500.00, while President Tews commented that the Town was not here to make money on the over-sizing from 13 years ago and noted that the fee has not gone up over time, but remains the same today. Ms. Dobberke questioned the Town's way of responding, by providing the presentation to the residents. Administrator Sturgell explained that the Town wanted to come to some sort of amends or compromise. He reminded residents that this was only discussion with no voting taking place tonight and he felt it fair to present it to the people to come to some consensus as to how they felt prior to formally going to the Commission with ideas. Ms. Dobberke acknowledged that she seemed to understand better now than earlier in the discussion.

Resident Melvin Schultz, Clayton Avenue, told the Commissioners of a Milwaukee-based business who was looking at land in the Town, and made comments. Mr. Schultz also asked the reason why his property was included in the N. W. Interceptor area, and President Tews said he would discuss it with him after the meeting.

12. ADJOURNMENT

At 7:25 p.m., MOTION: McQuillan/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen J. Tweedie, Utility District Secretary