

**Town of Menasha
Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, May 5, 2008**

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 Backman took roll call and present were President Tews, Commissioner Gerhart, Commissioner Hanson, Commissioner Ziegler, and Commissioner Youngquist. Also present were Administrator Sturgell, Finance Dir. Piergrossi, Com. Dev. Dir. Dearborn, Engineer Werner, Wastewater Supt. Laabs, Water Supt. Roth, Melvin Schultz, Barb Knaack, Claude Foster, Penny Troiber, Paul Eisen, Reuben Tetzloff, Pat Dobberke, and Jay Schroeder. Absent was Accts.Mgr/Deputy Treas. Pagel.

2. AWARDS/PRESENTATIONS

3. PUBLIC FORUM

4. DISCUSSION ITEMS

a) **Administrator Sturgell - Water & Sewer Connection Ordinance:** Administrator Sturgell stated the Board wanted guidance and had suspended the current ordinance for requiring sewer connection pending completion of the impact fee study. He explained the current connection ordinance was enacted in 1974, and in 2006 the impact fees were of concern to residents. It was decided the Board would review the impact fee and connection ordinance to see if changes could be made. Commissioner Ziegler asked how many residents were affected, and whether upon re-enactment of the ordinance, the Town would go back to 2006 or move forward when re-implementing the ordinance. Finance Director Piergrossi stated we should move forward, and confirmed there are six residents on Irish Road who have not yet connected, along with any future development who will need to connect. She stated everyone in Alaskan Acres has connected. Board members discussed residents who have operational septic and wells who would be required to hookup, the expense of proof of a good well and septic, and burden on those who would continually have to re-check their systems. Contamination concerns from wells were addressed.

The Commission discussed these proposed ordinance changes:

1) If a well/septic fails, must hook up; 2) if property is sub-divided, must hook up; 3) well/septic must be inspected every 3 years and show proof it was approved; 4) if an addition is added on increasing square footage/capacity, must hook up; 5) failed well or septic systems must hookup as soon as possible but no later than 60 days; otherwise must connect within one year. 5) If 'proof' of good well and septic, may not require connection; 6) new structures would require connection.

Resident Barb Knaack, Irish Road, asked whether a home being sold required hookup, and staff agreed. Comm. Dev. Dir. Dearborn explained 4) septic/well capacity when increasing the size of a home. Ms. Knaack wanted clarification on capacity. She felt that an added room/bathroom did not necessarily mean in all cases it increased the capacity of the home which would require a larger septic or well. Comm. Dev. Dir. Dearborn strongly encouraged that the Commissioners use consistency as it would apply to everyone in the Town, when putting together an ordinance. He further stated that new property owners were required to sign a document stating they would hook up, excepting that if public water and sewer were not yet available, were allowed to put in a well and septic system.

Dale Knaack, Irish Road, stated in 2002 when he wanted to sell off part of his property, was told he had to develop the entire property. He commented that he felt were a farm owner to sell their property, would most likely sell the entire farm and not just a portion of it.

Staff is to draft an ordinance based on the Board's discussion.

5. OLD BUSINESS

6. NEW BUSINESS

a) **080505-1:UD Appointment of Representative to the Grand Chute-Menasha West Sewerage Commission - Commissioner Dennis Gerhart**

MOTION: Youngquist/Ziegler to approve. Motion carried. Commissioner Gerhart abstained.

b) **080505-2:UD Expenditures**

MOTION: Youngquist/Gerhart to approve the expenditures as submitted with the exception of none. Last minute changes to the bills list was presented to the Board prior to the meeting and Commissioner Hanson inquired as to why. Water Superintendent Roth explained it was important to quickly purchase casing pipe from Water Well Solutions for Well #7 and Well #8 due to the rapid increase in cost. He stated the product was already delivered, and therefore submitted for payment. President Tews explained that although the amounts were large, the Town was still saving money due to the expedited purchase.

On the motion to approve, motion carried.

7. **ORDINANCES/POLICIES/AGREEMENTS**

8. **APPROVAL OF MINUTES**

a) **Utility District Commission Meeting - April 7, 2008**

b) **Utility District Commission Meeting - April 21, 2008**

MOTION: Hanson/Youngquist to dispense with the reading of the above minutes and approve as submitted. Commissioners Gerhart and Ziegler abstained on the April 7, 2008 minutes.

Motion carried 3-2.

9. **CORRESPONDENCE**

10. **REPORTS**

a) **Finance Director Piergrossi - Public Service Commission Public Hearing - Water Rate Update:**

Finance Director Piergrossi discussed the outcome of the hearing and explained that it was to be re-scheduled to later in May. She stated she would be meeting with the paper companies tomorrow due to the impact from the proposed water rate increase. Staff commented that the one month hearing delay would cost the Town a loss in revenue of approximately \$30,000, and about 5-6 months of revenue by implementing the rate on January 1, 2009.

11. **MOTIONS BY COMMISSIONERS**

12. **ADJOURNMENT**

At 5:49 p.m., MOTION: Youngquist/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary