

Town of Menasha  
Utility District Commission Regular Meeting  
Municipal Complex - Assembly Room - Monday, May 19, 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, Water Supt. Roth, Melvin Schultz, Pat Dobberke, and Paul Eisen. Excused were Accts. Mgr/Deputy Treas. Pagel and Wastewater Supt. Laabs.

2. AWARDS/PRESENTATIONS

3. PUBLIC FORUM

4. DISCUSSION ITEMS

5. OLD BUSINESS

6. NEW BUSINESS

a) 080519-1:UD Implement Approved Water Rates

MOTION: Ziegler/Gerhart to adopt as submitted. Finance Director Piergrossi explained that the Wisconsin Paper Council dropped their intervention and did not submit anything to the PSC. Therefore, there would be no need to have a second public hearing. The only action necessary is a letter from the Town to the PSC indicating the effective date of the rate increase. Finance Director Piergrossi requested and received approval from the Town Board to increase rates effective on June 18. On roll call, motion carried unanimously.

b) 080519-2:UD Expenditures

MOTION: Youngquist/Hanson to approve the expenditures as submitted with the exception of none. The Commissioners asked various questions on the bills list. Commissioner Hanson commented on a \$1.43 special processed check and discussion ensued regarding paying out small amounts to customers who have credit due when it costs more to process than the amount of the actual check. Commissioner Youngquist asked whether a policy could be established in which a minimum dollar amount when reached could be paid out through petty cash. Finance Director Piergrossi stated the Town's auditors prefer the check, or at least a type of an audit trail for the Finance Department. Discussion ensued about having a minimum amount of \$5 or \$10 as a policy.

No decision was made. On the motion to approve the expenditures, motion carried unanimously.

7. ORDINANCES/POLICIES/AGREEMENTS

8. APPROVAL OF MINUTES

a) Regular Meeting - May 5, 2008

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

9. CORRESPONDENCE

a) Water Pumpage Report - April 2008

MOTION: Youngquist/Ziegler to accept the correspondence for filing as submitted. Commissioner Youngquist noted the Town's pumpage was down this month. Water Superintendent Roth explained it was due to the loss of the K.C. Lakeview plant. Motion carried.

10. REPORTS

11. MOTIONS BY COMMISSIONERS

12. ADJOURNMENT

At 5:16 p.m., MOTION: Youngquist/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary