

**Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, October 12, 2009**

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 Commission members present were President Tews, Commissioners Gerhart, Hanson, Ziegler and Youngquist. Staff present was Administrator Sturgell, Accts. Mgr/Deputy Treas. Pagel, Com. Dev. Dir. Dearborn, Wastewater Supt. Laabs, Water Supt. Roth, Engineer Werner. Finance Dir. Piergrossi was excused. Others present were Paul Eisen, and Jason Barnum of Layne-Northwest.

2. Awards/Presentations

3. Minutes to Approve

a) Regular Utility Commission Meeting - September 28, 2009

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

4. Minutes and Correspondence to Receive

Minutes - none

Correspondence

a) Water Main Breaks report - August and September, 2009

b) Water Pumpage Report - September 2009

MOTION: Gerhart/Hanson to accept the correspondence for filing. Motion carried.

5. Public forum on any matters of concern to the Town. The public may comment however, no action can be taken. Five minute time limit per person on non-repetitive matters.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 091012-1:UD Bid Award - Pumping Equipment for Well No. 8, American Drive

MOTION: Ziegler/Youngquist to approve. Project Engr. Jason Barnum of Layne-Northwest questioned choosing Water Well Solutions when bidding on the pumping equipment with Layne having the lowest base bid, though WWS had the lowest overall bid package. Water Supt. Roth explained awarding the higher quality pump system for Well #8 on the west side which has the best water quality, and how the lesser quality pump chosen for Well #7 (east side) sufficed due to being strictly a backup well. After discussion, Motion carried 4-1. Comm. Gerhart voted NO.

b) 091012 -2:UD Expenditures

MOTION: Youngquist/Hanson to approve the expenditures in the amount of \$140,692.92 without exception. Motion carried.

9. Reports

a) Water Superintendent Roth - *Capital Projects Update*: Asphalt repairs and turf restoration completed on Valley Rd.; Manitowoc Rd. project began Monday, 1000 ft. installed so far; Well #7 is DNR approved and awaiting equipment to be delivered.

b) Wastewater Superintendent Laabs - *2009 Wastewater Achievements*: Supt. Laabs gave updates on various projects including sewer cleaning, lateral repairs, Glenview Dr. sanitary sewer replacement, Ehlers Rd./Haase St. slip-lining, and employees' completion of confined space entry classes and other training.

10. **Motions by Commissioners**

11. **Adjourn**

At 5:22 p.m., MOTION: Hanson/Youngquist to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

Note: *These minutes are not to be considered official until acted upon at an upcoming regular meeting, therefore, are subject to revision.*