

**Town of Menasha Stormwater Utility Commission Regular Meeting**  
**Monday, September 28, 2009 - 5:30 p.m.**  
**Municipal Complex – Assembly Room - 2000 Municipal Drive**

**Agenda**

1. **Call to Order**
2. **Awards/Presentations**
3. **Minutes to Approve**
  - a) Stormwater Utility Commission Meeting – September 14, 2009
4. **Minutes and Correspondence to Receive**
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.* To address the Commission, complete the Public Participation signup sheet.
6. **Discussion Items**
  - a) Red Oak Ravine – Administrator Sturgell
7. **Unfinished Business**
8. **New Business- Resolutions/Ordinances/Policies**
  - a) 090928-1:STM Ditch Enclosure – 1365 Bonnie Drive
  - b) 090928-2:STM Ditch Enclosure – 2500 Palisades Drive
  - c) 090928-3:STM Ditch Enclosure – 2235 Larkspur Drive
  - d) 090928-4:STM Ditch Enclosure – 2250 Larkspur Drive
  - e) 090928-5:STM Ditch Enclosure – 2255 Larkspur Drive
  - f) 090928-6:STM Approve Change Order #1 - Cold Spring Road Storm Water Detention Pond
  - g) 090928-7:STM Expenditures
9. **Reports**
10. **Motions by Commissioners**
11. **Adjourn**

RES #090928-1:STM  
DITCH ENCLOSURE – 1365 BONNIE DRIVE

WHEREAS, property owner, Caryle Williams of 1365 Bonnie Drive, has requested a ditch enclosure; and

WHEREAS, the applicant has agreed to the conditions set forth by the Town of Menasha for a ditch enclosure request, wherein the property owner shall bear the full cost of the installation, engineering, inspection and maintenance; and

WHEREAS, the purpose for this ditch enclosure is for maintenance reasons and safety concerns of the resident; and

WHEREAS, in accordance to Town Code 15.035(4), the full cost of the enclosure shall be borne by the property owner requesting the enclosure; and

WHEREAS, it is the recommendation of Street Superintendent Randy Gallow to approve the ditch enclosure, with the property owner incurring all of the related expenses.

NOW, THEREFORE BE IT RESOLVED by the Town of Menasha Storm Water Utility Commission to approve the ditch enclosure at **1365 Bonnie Drive**, with the property owner incurring all of the related expenses.

Adopted this 28th day of September, 2009

*Requested by: Randy Gallow, Street Superintendent*  
*Submitted by: Arden Tews, Commission President*

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Arden Tews, Commission President

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Attest: Karen Backman, Commission Secretary

RES #090928-2:STM

**DITCH ENCLOSURE – 2500 PALISADES DRIVE**

WHEREAS, property owners, James & Mary F. Pappas of 2500 Palisades Drive, have requested a ditch enclosure; and

WHEREAS, the applicant has agreed to the conditions set forth by the Town of Menasha for a ditch enclosure request, wherein the property owner shall bear the full cost of the installation, engineering, inspection and maintenance; and

WHEREAS, the purpose for this ditch enclosure is for maintenance reasons and safety concerns of the resident; and

WHEREAS, in accordance to Town Code 15.035(4), the full cost of the enclosure shall be borne by the property owner requesting the enclosure; and

WHEREAS, it is the recommendation of Street Superintendent Randy Gallow to approve the ditch enclosure, with the property owner incurring all of the related expenses.

NOW, THEREFORE BE IT RESOLVED by the Town of Menasha Storm Water Utility Commission to approve the ditch enclosure at **2500 Palisades Drive**, with the property owner incurring all of the related expenses.

Adopted this 28th day of September, 2009

*Requested by: Randy Gallow, Street Superintendent*

*Submitted by: Arden Tews, Commission President*

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Arden Tews, Commission President

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Attest: Karen Backman, Commission Secretary

RES #090928-3:STM

DITCH ENCLOSURE -- 2235 LARKSPUR DRIVE

WHEREAS, property owner, Cynthia A. Rieck of 2235 Larkspur Drive, has requested a ditch enclosure; and

WHEREAS, the applicant has agreed to the conditions set forth by the Town of Menasha for a ditch enclosure request, wherein the property owner shall bear the full cost of the installation, engineering, inspection and maintenance; and

WHEREAS, the purpose for this ditch enclosure is for maintenance reasons and safety concerns of the resident; and

WHEREAS, in accordance to Town Code 15.035(4), the full cost of the enclosure shall be borne by the property owner requesting the enclosure; and

WHEREAS, it is the recommendation of Street Superintendent Randy Gallow to approve the ditch enclosure, with the property owner incurring all of the related expenses.

NOW, THEREFORE BE IT RESOLVED by the Town of Menasha Storm Water Utility Commission to approve the ditch enclosure at **2235 Larkspur Drive**, with the property owner incurring all of the related expenses.

Adopted this 28th day of September, 2009

*Requested by: Randy Gallow, Street Superintendent*

*Submitted by: Arden Tews, Commission President*

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Arden Tews, Commission President

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Attest: Karen Backman, Commission Secretary

RES #090928-4:STM

DITCH ENCLOSURE – 2250 LARKSPUR DRIVE

WHEREAS, property owner, Kenneth R. Danielson of 2250 Larkspur Drive, has requested a ditch enclosure; and

WHEREAS, the applicant has agreed to the conditions set forth by the Town of Menasha for a ditch enclosure request, wherein the property owner shall bear the full cost of the installation, engineering, inspection and maintenance; and

WHEREAS, the purpose for this ditch enclosure is for maintenance reasons and safety concerns of the resident; and

WHEREAS, in accordance to Town Code 15.035(4), the full cost of the enclosure shall be borne by the property owner requesting the enclosure; and

WHEREAS, it is the recommendation of Street Superintendent Randy Gallow to approve the ditch enclosure, with the property owner incurring all of the related expenses.

NOW, THEREFORE BE IT RESOLVED by the Town of Menasha Board of Supervisors to approve the ditch enclosure at **2250 Larkspur Drive**, with the property owner incurring all of the related expenses.

Adopted this 28th day of September, 2009

*Requested by: Randy Gallow, Street Superintendent*  
*Submitted by: Arden Tews, Commission President*

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Arden Tews, Commission President

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Attest: Karen Backman, Commission Secretary

RES #090928-5:STM

**DITCH ENCLOSURE – 2255 LARKSPUR DRIVE**

WHEREAS, property owner, William A. Schneider, Jr. of 2255 Larkspur Drive, has requested a ditch enclosure; and

WHEREAS, the applicant has agreed to the conditions set forth by the Town of Menasha for a ditch enclosure request, wherein the property owner shall bear the full cost of the installation, engineering, inspection and maintenance; and

WHEREAS, the purpose for this ditch enclosure is for maintenance reasons and safety concerns of the resident; and

WHEREAS, in accordance to Town Code 15.035(4), the full cost of the enclosure shall be borne by the property owner requesting the enclosure; and

WHEREAS, it is the recommendation of Street Superintendent Randy Gallow to approve the ditch enclosure, with the property owner incurring all of the related expenses.

NOW, THEREFORE BE IT RESOLVED by the Town of Menasha Board of Supervisors to approve the ditch enclosure at **2255 Larkspur Drive**, with the property owner incurring all of the related expenses.

Adopted this 28th day of September, 2009

*Requested by: Randy Gallow, Street Superintendent*

*Submitted by: Arden Tews, Commission President*

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Arden Tews, Commission President

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Attest: Karen Backman, Commission Secretary

RES #090928-6:STM

**APPROVE CHANGE ORDER #1 - COLD SPRING ROAD STORM WATER  
DETENTION POND**

WHEREAS, the Town of Menasha's 2009 capital improvement budget includes the construction of the Cold Spring Road detention pond; and

WHEREAS, on May 11, 2009, sealed bids were due at 2:00 p.m. in the office of Community Development, at which time they were publicly opened and read; and

WHEREAS, Radtke Construction, Inc. was awarded the bid for the construction of the Cold Spring Road detention pond on May 6, 2009, in the amount of \$589,196.85; and

WHEREAS, Change Order #1, reflects quantity adjustments in bid quantities with an overall increase of \$77,018.15 (the increase was mainly due to a higher than anticipated bedrock elevation, resulting in an increase of \$69,027.20), which reflects a new total contract in the amount of \$666,215.00 (Change Order #1 enclosed); and

WHEREAS, it is the recommendation of Town Engineer Andy W. Schmidt and Street Superintendent Randy Gallow to approve Change Order #1 to Radtke Construction, Inc., resulting in an increase in the amount of \$77,018.15, for a new total contract in the amount of \$666,215.00.

NOW, THEREFORE BE IT RESOLVED by the Town of Menasha Storm Water Utility Commission to approve Change Order #1 in the amount of \$77,018.15 to **Radtke Construction, Inc., 6408 Cross Road, P.O. Box 6000, Winneconne, WI 54986**, for a new contract in the amount of \$666,215.00.

Adopted this 28<sup>th</sup> day of September, 2009

*Requested by: Randy Gallow, Street Superintendent*

*Submitted by: Arden Tews, Commission President*

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Arden Tews, Commission President

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Attest: Karen Backman, Commission Secretary

RESOLUTION #090928-7:STM  
EXPENDITURES

WHEREAS, The Town of Menasha Stormwater Utility has outstanding invoices totaling: \$11,874.44

WHEREAS, the disbursements are categorized below & the detail is attached:

Pending:	
Enterprise Fund: Storm Water 2009	3,121.89
Enterprise Fund Special Process Checks	8,752.55
Total:	<u>11,874.44</u>

NOW, THEREFORE BE IT RESOLVED; that the Town of Menasha Stormwater Utility Commission hereby authorizes the above expenditures to be paid by the Finance Department with the exception of \_\_\_\_\_.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2009

*Requested by: Myra R. Piergrossi, Finance Director*  
*Submitted by: Arden Tews, Commission President*

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Arden Tews, Commission President

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Attest: Karen Backman, Commission Secretary