

**Town of Menasha Stormwater Utility Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, January 25, 2010**

Minutes

1. Call to Order, Pledge of Allegiance, and Roll Call

President Arden Tews called the Stormwater Utility Commission meeting to order at 5:30 p.m. followed by the Pledge of Allegiance. Secretary Backman took roll call and present were President Arden Tews, Commissioners Dennis Gerhart, Barbara Hanson, Gregory Ziegler, and Dale Youngquist. Department head staff were present although Administrator Jeff Sturgell and Comm. Dev. Dir. George Dearborn were excused this evening. Engineer Lee Riebold and Reporter Mike King were also present.
Others: 1 signed in as attended.

2. Awards/Presentations

3. Minutes to Approve

a) Stormwater Utility Commission Meeting - January 11, 2010

MOTION: Youngquist/Ziegler to approve the minutes as submitted. Motion carried.

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.

There were no comments.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 100125-1:STM Expenditures

MOTION: Youngquist/Ziegler to approve. Motion carried.

9. Reports

- a) Commissioner Dennis Gerhart - *Update on Public Hearing Regarding NR 151 Runoff Management Performance Standards and Grants*: Attended the public hearing related to control of polluted runoff and described its affects on urban and agricultural areas. For the Town it means planning goals to achieve 40% particulate reduction by the 2013 deadline and if unable to by 2013, present plans/cost models for achieving these goals by 2023. Municipalities were offered financial assistance although it will be minimal. The Commissioners described the perpetual change by the State in setting goals which all agreed is very frustrating in trying to achieve these goals. When the Commission asked about the plan of action should a municipality default, Comm. Gerhart stated a multi-tiered enforcement process will be in place. The "Administrative Rules" can be found on the DNR's website at www.dnr.wi.gov/runoff/rules.
- b) Administrator Jeff Sturgell - *Announce Special Meeting, February 1, 2010 at 6:00 pm in the Assembly Room to discuss Intergovernmental Agreement with City of Appleton Regarding Red Oak Ravine Improvements*: In the excused absence of Administrator Sturgell, Chairman Tews announced the Special Town Board Meeting to be held to discuss Red Oak Ravine and gave details.
- c) Finance Director Myra Piergrossi - *Stormwater Utility Billing Update*: Director Piergrossi gave details of how several departments including Community Development and their intern, Information Systems, and Finance worked together over the last several months and created a new database for stormwater utility billings. Vacant parcels were manually entered and over a week's time all customers were put into HTE. The IT Dept. performed a conversion and worked on a test environment prior to actual billing. Director Piergrossi stated there were still many things left to do. Bills go out this Friday which includes the new stormwater utility fee. The actual billing term will be for two weeks, Jan. 1-15. The new sewer rate increase will also appear on the next bill.

10. **Motions by Commissioners**

11. **Adjourn**

At 5:57 p.m., MOTION: Ziegler/Hanson 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.