

**Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, April 12, 2010**

Minutes

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

President Arden Tews called the meeting to order at 5:00 p.m. The Pledge of Allegiance was recited. Secretary Karen Backman took roll call; present were President Arden Tews, Commissioners Dennis Gerhart, Barbara Hanson, Gregory Ziegler and Dale Youngquist. Administrator Jeff Sturgell and other departmental staff were also present. Town Engineer Brad Werner was present.

Others: 3 attendees signed in

2. Awards/Presentations

a) *Review of 2009 Utility Financial Statements - Baker Tilly Virchow Krause L.L.P.*: John Andres presented detailed information on the Town's water and sewer utilities' financial statements; encouraged the Commission to review the CAFR (Comprehensive Annual Financial Report); thanked Town staff for assisting in putting information together for the audit.

b) *Grand Chute-Menasha West Wastewater Treatment Plant Improvement Project Update - Supt. Jim Kirk*: Presented aerial pictures taken and described the additions and upgrades to the plant. Mr. Kirk confirmed the plant is expanding its capacity but the size of the facility remains the same. Estimated at approximately \$41 million, costs were reduced with the use of clean water funds and some grant monies which resulted in a final cost of approximately \$30 million. The wastewater treatment plant is expected to be completed near the end of Nov. 2011, when Board members will take another tour of the facility.

3. Minutes to Approve

c) Regular Utility Commission Meeting - March 22, 2010

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

4. Minutes and Correspondence to Receive

Minutes

a) Neenah-Menasha Sewerage commission - January 26, 2010

Correspondence - none

MOTION: Hanson/Youngquist to accept the minutes 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.

There were no comments.

6. Discussion Items

7. Unfinished Business

8. New Business-Resolutions/Ordinances/Policies

a) 100412-1:UD Change Order No. 1 and Final Payment for Well No. 7 Pumping Equipment

MOTION: Youngquist/Ziegler to approve. Motion carried.

b) 100412-2:UD Appointment of Representative to the Grand Chute-Menasha West Sewerage Commission - Commissioner #1 Dennis Gerhart

MOTION: Ziegler/Hanson to approve the appointment. Motion carried.

c) 100412-3:UD Expenditures

MOTION: Youngquist/Hanson to approve the expenditures in the amount of \$305,779.88 without exception. Motion carried.

- d) 100412-1:UD:ORD Amend Town of Menasha Municipal Code Chapter 28 Sewer and Water Public Utilities commission, Sections 28.24, 28.25, 28.27, 28.31, 28.42 and 28.50

MOTION: Youngquist/Ziegler to accept the First Reading.

Discussed (for the 2nd Reading) was: following the newly inserted sentence 28.24(4), located within the Town of Menasha, inserting the word 'otherwise'.

Motion carried on the First Reading.

9. Reports

- a) *President Arden Tews - Annual Town Meeting April 13, 2010 at 6:00 pm at the Municipal Complex:*
Announced.
- b) *Water Superintendent Jeff Roth - Capital Projects Update:* Manitowoc Road project began today; Well #5 shall be completed by the middle of next week.

10. Motions by Commissioners

11. Adjourn

At 5:42 p.m., **MOTION:** Youngquist/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.*