

**Town of Menasha Board of Supervisors
8th Annual Organizational Workshop
Fire Station 40 - 1326 Cold Spring Road
Wednesday, June 23, 2010 @ 7:30 am - 11:30 am**

Minutes

Town Chair Arden Tews called the meeting to order at 7:30 a.m. Present were Chairman Arden Tews, Supervisors Dennis Gerhart, Barbara Hanson, Gregory Ziegler, and Dale Youngquist, Clerk Karen Backman, Administrator Jeff Sturgell, Finance Director Myra Piergrossi, Comm. Dev. Dir. George Dearborn, Fire Chief Keith Kiesow, Police Chief Rod McCants, Assessor Richard Eiberger, Dir. of Parks & Rec. Mike Kading, Street Supt. Randy Gallow, Water Supt. Jeff Roth, Wastewater Supt. Steve Laabs, Park Comm. Gerald Voigt, Town Engr. Lee Reibold

7:30 a.m. - 7:45 a.m. Administrator's Update

Administrator Jeff Sturgell gave an introduction and highlights of the workshop. He commented on stormwater which continues to be time-consuming for staff, although he's hopeful that it will stabilize. After attending the WCMA Conference, Administrator Sturgell updated the Board on the DNR 151 updates, our opposition, and potential changes in meeting phosphorous mandates which means that the Town must now be at the 55%-60% level. He discussed past budgets and their issues, and stated the upcoming budget dilemma is growth which impacts the tax rate.

7:45 a.m. - 8:15 a.m. Borrowing Discussion

Finance Director Myra Piergrossi gave a PowerPoint presentation showing the Town's borrowing for the Utility District, the Stormwater Utility District, and the Town. She updated the Board on Moody's Town rating which raised two levels after Moody's re-calibrated their rate structure.

Director Piergrossi also updated the Board on the City of Menasha's bond rating and how that rating is negatively impacting the Town's borrowing ability in the open market. The Town updated its CUSIP number but investors are still confused between the Town and the City.

After contacting Baird Co. for an opinion of where the Town is today as compared to one year ago, they stated the situation is not better and in fact may be worse. Director Piergrossi explained the high yield on our debt, and problem of selling our debt in the open market. She suggested not going to market again, and to not perform negotiated sales. Staff and the Board discussed how the Town would obtain better rates from banks and to seek State Trust Fund loans which may work better in this situation.

Director Piergrossi asked the Board to consider how to proceed with borrowing over 10 years, versus refinancing over 20 years and gave rates for each.

Supervisor Dale Youngquist suggested pursuing local banks and extend the financing; he felt we should make arrangements now rather than later in the year. He stated five banks responded back to the Town positively, and specifically named FNB, Community First Credit Union, and M&I. There was no response from Business Bank, and he explained why. Discussion ensued about re-establishing the Town's name in the economic market; then after one or two years pass, pursuing incorporation.

8:15 a.m. - 9:15 a.m. Street Maintenance Projects

Street Supt. Randy Gallow distributed and explained the '2010 Asphalt Pavement Condition and Deterioration Schedule' from 2010 - 2035 showing numerical ratings for tracking and determining road conditions. The roads are rated on the schedule as; 10 (for a new road), and 1 (for an old road), with a list of roads by year requiring either crack seal, chip seal, resurfacing, or reconstruction. He emphasized that the numbers presented today change yearly, but shows the Board how the program works. Supt. Gallow explained that town roads are treated differently than roads in cities and villages.

Town Engineer Lee Reibold was also present to explain in greater detail how the program assures that all roads are made the same. In five years asphalt prices have doubled, so consequently the town is repairing fewer roads with the same amount of money, and therefore, it's been difficult to keep up with repairs. Supt. Gallow explained how important it is that better maintenance will extend the life of roads and lasts longer than reconstructing them.

Chairman Arden Tews asked the Street Superintendent whether equipment would be needed if the Town considered hiring part-time summer help for crack sealing in order to keep up. Supt. Gallow stated he has checked into borrowing equipment from other municipalities, but Supt. Gallow and Engineer Reibold both agree contracting it out achieves better results overall.

Supt. Gallow asked the Board whether money saved from the Cold Spring project in the amount of approximately \$136,000 could be applied toward needed repairs on Green Bay Road and American Drive; Chairman Tews directed Supt. Gallow to put the details in a memo directed to the Town Board.

9:15 a.m. - 9:30 a.m. Break

A 15-minute break was taken at this time.

9:30 a.m. - 10:30 a.m. Park Improvements

Parks & Rec. Director Mike Kading presented and gave details of the Long Term/Routine Maintenance Plan for the Town parks, tot-lots, trails, and other land areas including the Community Center from 2009 - 2022. An overview was given of the 5-Year Capital Improvement Plan (2010 - 2015) and the purpose of the plan. It was noted, no costs were projected for the Rydell/Woodland Prairie property. Director Kading explained that the prevailing wage law implemented has caused projects to fall behind and costs to rise. The Board and staff discussed the stormwater drainage problems at Fritsch and Wittmann Parks and Director Kading stated they are being resolved. Chairman Tews suggested accumulating grant monies to fix it appropriately, and partnering with other municipalities to accomplish the project sooner. The O'Hauser Park future concept plan and improvements were discussed in detail which included the parking lots, tennis courts, Elk Trail, and more.

The proposed Capital Improvement Plans for 2011 were reviewed for O'Hauser Park, Palisades Park, O'Hauser Disc Golf, Wittmann Park, and the Community Center.

10:30 a.m. - 11:00 a.m. Town Zoning Discussion

Comm. Dev. Director George Dearborn explained the time line when the potential for the Town getting out of County zoning was first discussed beginning in 2008. He explained how Winnebago County is currently completing the revision of their Zoning Code, now being finalized. In October 2010, the County will have an open house for residents to look at the proposed map and give input. By November 2010, there will be a final draft of the text and a map; followed by a public hearing also in November. Director Dearborn stated adoption is intended to be in March of 2011.

Town zoning would allow more *flexibility*: with having substantial local control, faster one-stop permitting, the Town develops and amends its own ordinance, variable sign sizes, the Town can increase garage sizes, lowers variable fees, and the fees go to the Town of Menasha.

He detailed new *responsibilities*: to hold public hearings and provide notices, develop/expand the Town's Planning Commission to incorporate zoning, and in addition, have a Board which could consist of current Town Board members and explained following the rules of due process, and the effect with the Town Board being the final decision maker.

With flexibility also come some *restrictions*: with local control, the County still controls the approval of zoning ordinance/changes, the County retains shoreland authority, and how the airport overlay zoning creates a new complication when issuing permits. Incorporation would give complete local control except for shoreland setbacks/use regulations, and there would be no airport overlay zoning.

Discussion ended at 11:00 a.m. with Administrator Jeff Sturgell giving closing remarks.

Chairman Arden Tews adjourned the workshop at 11:05 a.m.

Respectfully submitted,

Karen Backman, Town Clerk

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