

Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, June 28, 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. There were no attendees.

2. Awards/Presentations

3. Minutes to Approve

a) Regular Utility Commission Meeting - June 14, 2010

MOTION: Youngquist/Hanson 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) 100628-1:UD Bid Award - 2010 Southwood Drive Sanitary Sewer Relay

MOTION: Youngquist/Ziegler to award the bid for the 2010 sanitary sewer main reconstruction project to Roger Bowers Construction Inc. in the amount of \$71,301.00; further that the Finance Director is authorized to increase the Sewer Utility capital budget by \$82,000 which includes 15% for engineering and contingency. Motion carried.

b) 100628-2:UD Water Rate Increase - Purchase Water Adjustment Clause

MOTION: Youngquist/Ziegler to direct the Finance Director to file the appropriate paperwork to implement the Purchase Water Adjustment clause in the Town's Utility District rate file, and calculate the rate as soon as possible.

Finance Dir. Myra Piergrossi stated Menasha Utilities increased their water rates on June 16, 2010 by approximately 20%. Therefore, the Town of Menasha could expect roughly a 2.89% increase on their utility bill for the average user. This equates to approximately \$2.50/billing quarter or \$10.00/year. Director Piergrossi stated there is a 90-day window from the date Menasha Utilities increased their water rates for the Town to implement an increase, although she may have the Town's actual rate after it is calculated by the Public Service Commission (PSC) within 30 days and would notify the Commission.

Commission Gerhart discussed having flexibility to review the water rate increase again once the actual rate is calculated, versus voting to implement the rate tonight which is not yet known; however, Director Piergrossi strongly encouraged the Commissioners to either vote for or against the estimated cost increase tonight and gave her concerns. It would delay passing on the rate increase to customers within the expected time frame. Commissioners Youngquist and Ziegler expressed that they were in agreement and feel the Town is merely passing on the increase imposed and there is no alternative to changing PSC's estimated rate, and encouraged approval at this time.

On the main motion, motion carried.

c) 100628-3:UD Expenditures

MOTION: Youngquist/Hanson to approve the expenditures in the amount of \$286,059.67 without exception. Motion carried.

9. Reports

a) *Water Superintendent Roth - Capital Projects Update:* The E. Shady Lane project continues; 1600 ft. of water mains have been installed so far; President Arden Tews passed on compliments he received about the crews and Heitpas & Sons who are performing the work, with being understanding of the needs of the residents; Commissioner Barbara Hanson stated that she requested Supt. Roth meet with the residents living on Fatima St. about some concerns they had, and stated the residents were very appreciative to have met with him.

10. Motions by Commissioners

11. Adjourn

At 5:25 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.*