

Town of Menasha Regular Utility District Commission Meeting
Monday, January 11, 2010 - 5:00 p.m.
Municipal Complex – Assembly Room - 2000 Municipal Drive

Agenda

1. **Call to Order, Pledge of Allegiance and Roll Call**
2. **Awards/Presentations**
3. **Minutes to Approve**
 - a) Regular Utility Commission Meeting – December 14, 2009
4. **Minutes and Correspondence to Receive**

Minutes

 - a) Grand Chute Menasha West Sewerage Commission Meeting – October 14, 2009 and November 4, 2009
 - b) Neenah-Menasha Sewerage Commission Meeting – October 27, 2009

Correspondence

 - a) Water Pumpage Report – December 2009
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**
7. **Unfinished Business**
8. **New Business- Resolutions/Ordinances/Policies**
 - a) 100111-1:UD Appointment to the Neenah-Menasha Sewerage Commission – Commissioner #4 Dale Youngquist
 - b) 100111-2:UD Expenditures
 - c) 091214-1:ORD Amend Town of Menasha Municipal Code Chapter 28 Sewer and Water Public Utilities Commission, Adding Section 28.54 - Well Head Protection Ordinance *Second Reading and Adoption*
 - d) 100111-3:UD Adopt Well Head Protection Plan
9. **Reports**
 - a) Water Superintendent Roth – Capital Projects Update
10. **Motions by Commissioners**
11. **Adjourn**

The only business to be conducted is specifically agendized for Utility Commission action. Individuals requiring the assistance of a sign language interpreter to participate in this meeting may call 720.7101 a minimum of five business days prior to the meeting.

RES #100111-1:UD

APPOINTMENT TO THE NEENAH-MENASHA SEWERAGE COMMISSION

WHEREAS, amendments to the Neenah-Menasha Sewerage Commission (NMSC) Ordinance/Contract allow the Town of Menasha Utility District to appoint a Commissioner to the NMSC; and

WHEREAS, the current Commissioner's term of office has expired; and

WHEREAS, the Utility Commission may appoint a Commissioner whose term of office will commence on January 1, 2010 and expire December 31, 2012; and

WHEREAS, it is the recommendation of Commission President Arden Tews to re-appoint Dale Youngquist, Commissioner #4, to serve on the Neenah-Menasha Sewerage Commission.

NOW, THEREFORE BE IT RESOLVED that the Town of Menasha Utility District Board of Commissioners hereby re-appoints Dale Youngquist, Commissioner #4 to the Neenah-Menasha Sewerage Commission effective January 1, 2010 through December 31, 2012.

Adopted this 11th day of January, 2010

Submitted by: Arden Tews, Commission President

Requested by: Karen Backman, Commission Secretary

Arden Tews, Commission President

Attest: Karen Backman, Commission Secretary

RESOLUTION #100111-2:UD
EXPENDITURES

WHEREAS, The Town of Menasha Utility District has outstanding invoices totaling: \$442,616.89

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

Pending:	
Enterprise Fund: Water 2009	83,780.91
Enterprise Fund: Waste Water 2009	68,217.41
Enterprise Fund: Water 2010	13,532.97
Enterprise Fund: Waste Water 2010	9,389.46
Enterprise Fund Special Process Checks	267,696.14
Total:	<u><u>442,616.89</u></u>

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

Adopted this _____ day of _____, 2010

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

Arden Tews, Commission President

Attest: Karen Backman, Commission Secretary

RES #100111-3:UD

ADOPT WELL HEAD PROTECTION PLAN

WHEREAS, the Town of Menasha Utility District recently constructed Well #7 and Well #8 to provide water for the Town of Menasha Utility District; and

WHEREAS, the Wisconsin Department of Natural Resources (DNR) Administrative Code NR 811.16(5) requires that a Well Head Protection Plan be developed for all wells constructed after May 1, 1992; and

WHEREAS, Engineer Amy Vaclavik of McMahon Engineers & Architects and Water Superintendent Jeff Roth drafted a Town of Menasha Utility District Well Head Protection Plan and submitted the plan to the DNR for review; and

WHEREAS, the DNR has reviewed and approved the proposed plan; and

WHEREAS, it is the recommendation of Engineer Amy Vaclavik and Water Superintendent Jeff Roth that the proposed Well Head Protection Plan be approved by the Utility District Commission.

NOW, THEREFORE BE IT RESOLVED by the Utility District Commissioners that the Town of Menasha Utility District Well Head Protection Plan is approved as attached.

Adopted this 11th day of January, 2010

Requested by: Jeff Roth, Water Superintendent

Submitted by: Arden Tews, Commission President

Arden Tews, Commission President

Attest: Karen Backman, Utility Secretary