

**Town of Menasha Stormwater Utility Commission Regular Meeting  
Monday, January 10, 2011 - 5:30 p.m.  
Municipal Complex – Assembly Room - 2000 Municipal Drive**

**Agenda**

1. Call to Order, Pledge Allegiance, and Roll Call
2. Awards/Presentations
3. Minutes to Approve
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.* To address the Commission, complete the Public Participation signup sheet.
6. Discussion Items
7. Unfinished Business
8. New Business- Resolutions/Ordinances/Policies
  - a) 110110-1:STM Stormwater Fee Adjustment for Richard Swoboda – 840 Haase Street
  - b) 110110-2:STM Stormwater Utility Credit Policy Amendment
  - c) 110110-3:STM Expenditures
9. Reports
10. Motions by Commissioners
11. Adjournment

**A quorum of the Personnel Committee, and Police & Fire, Planning, and Park Commissions may be present, although official action by those bodies will not be taken; the only business to be conducted is for Stormwater Utility Commission action.**

*Those 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 #11010-1:STM

**STORMWATER FEE ADJUSTMENT FOR RICHARD SWOBODA – 840 HAASE STREET**

WHEREAS, Richard Swoboda is requesting a stormwater fee adjustment for the unimproved lot (parcel #008-2114) located at 840 Haase Street; and

WHEREAS, Mr. Swoboda currently receives a stormwater charge of 0.25 ERU for parcel #008-2114, and 1.0 ERU for parcel #008-2113, for a total ERU charge of 1.25 ERUs for his home located at 840 Haase Street; and

WHEREAS, parcel #008-2114 is separated from parcel #008-2113 by a large utility easement that bisects the two parcels; and

WHEREAS, the utility easement leaves parcel #008-2114 (which is 6,373 square feet) unbuildable and provides a unique situation in the Town of Menasha; and

WHEREAS, staff has offered an option to the Stormwater Utility District Commission of combining parcels #008-2113 and #008-2114 only for purposes of calculating the number of ERUs to charge the property at 840 Haase Street.

NOW, THEREFORE BE IT RESOLVED by the Stormwater Utility District Commissioners that parcels #008-2113 and #008-2114 shall be combined only for purposes of calculating the number of ERUs to charge the property at 840 Haase Street.

BE IT FURTHER RESOLVED that staff shall charge parcels #008-2113 and #008-2114 a combined amount of 1.0 ERU for subsequent billing periods for the property located at 840 Haase Street.

Adopted this 10<sup>th</sup> day of January, 2011

*Requested by: George L. Dearborn Jr., AICP, Director of Community Development*  
*Submitted by: Arden Tews, Commission President*

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Arden Tews, Commission President

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Attest: Karen Backman, Commission Secretary

RES #110110-2:STM  
**STORMWATER UTILITY CREDIT POLICY AMENDMENT**

WHEREAS, on July 13, 2009, the Town of Menasha Board of Supervisors adopted an ordinance forming a Municipal Stormwater Utility in order to meet the requirements of the Wisconsin Department of Natural Resources (DNR) Administrative Code Section 216 to improve the quality of stormwater discharged from the Town into waters of the state; and

WHEREAS, the Stormwater Utility collects a quarterly fee from all users of the stormwater collection system to fund the costs of operating the Town stormwater system; and

WHEREAS, the Town recognizes that certain properties may have less impact on stormwater utility costs than others either because of stormwater management practices property owners have implemented on-site or because of other factors not identified in the original stormwater utility rate study; and

WHEREAS, on July 13, 2009, the Town adopted a Stormwater Utility Credit Policy to provide owners of certain non-residential properties with the opportunity to apply for stormwater utility credits; and

WHEREAS, the Town wants to further encourage the use of innovative measures, such as rain gardens and biofiltration devices, to manage stormwater.

NOW, THEREFORE BE IT RESOLVED, the Town of Menasha Board of Supervisors hereby amends the Credit Policy - Town of Menasha Stormwater Utility as attached.

Adopted this 10<sup>th</sup> day of January, 2011

*Requested by: George Dearborn, Director of Community Development*  
*Submitted by: Arden Tews, Town Chairman*

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Arden Tews, Town Chairman

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Attest: Karen Backman, Town Clerk

RESOLUTION #110110-3:STM

**EXPENDITURES**

WHEREAS, The Town of Menasha Stormwater Utility has outstanding invoices totaling:

\$103,113.43

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

Pending:	
Enterprise Fund: Storm Water 2011	9,694.75
Enterprise Fund: Storm Water 2010	77,593.23
Enterprise Fund Special Process Checks	15,825.45
Total:	<u>103,113.43</u>

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

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2011

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

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Arden Tews, Commission President

Attest: \_\_\_\_\_  
Karen Backman, Commission Secretary