

**Town of Menasha Utility District Commission Regular Meeting
Monday, February 14, 2011 - 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**
 - a) Grand Chute Menasha West Sewerage Commission Project Update – Superintendent Jim Kirk
3. **Minutes to Approve**
 - a) Regular Utility Commission Meeting – January 24, 2011
4. **Minutes and Correspondence to Receive**

Minutes

 - a) Neenah-Menasha Sewerage Commission Meeting – November 23, 2010

Correspondence

 - a) Water Breaks Report – January 2011
 - b) Water Pumpage Report – January 2011
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) 110214-1:UD Budget Amendment for 2011 – SCADA Radio Telemetry System Replacement Project
 - b) 110214-2:UD Expenditures
9. **Reports**
10. **Motions by Commissioners**
11. **Adjourn**

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 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 #110214-1:UD

**2011 BUDGET AMENDMENT – SUPERVISORY CONTROL AND DATA
ACQUISITION (SCADA) RADIO TELEMETRY SYSTEM REPLACEMENT PROJECT**

WHEREAS, the Supervisory Control and Data Acquisition (SCADA) system controls all functions of water plant and sewer lift stations operations; and

WHEREAS, data is collected through a computerized network from each remote site and sent via radio frequency to the main computer control; and

WHEREAS, over the last year the utility has experienced problems with deteriorating communication data from remote sites (plants, towers, reservoirs, and lift stations); and

WHEREAS, a study was completed by Berg-Johnson Associates, through McMahon Engineering, to determine what equipment needed to be replaced to resolve the communication problems; and

WHEREAS, the results of the study determined that the utility needs to replace the SCADA radio telemetry system to correct these problems, with a total cost of \$76,000 (\$35,000 from the water utility and \$41,000 from the wastewater utility).

NOW, THEREFORE BE IT RESOLVED by the Utility District Commissioners that the Finance Director is directed to amend the 2011 budget in the amount of \$35,000 from the water utility, and \$41,000 from the wastewater utility, for an amendment totaling \$76,000 for the SCADA radio telemetry system replacement project (as attached).

Adopted this 14th day of February, 2011

*Requested by: Jeff Roth, Water Superintendent
Steve Laabs, Wastewater Superintendent
Myra Piergrossi, Finance Director
Submitted by: Arden Tews, Commission President*

Arden Tews, Commission President

Attest: Karen Backman, Utility Secretary

RESOLUTION #110214-2:UD

WHEREAS, The Town of Menasha Utility District has outstanding invoices totaling: \$228,971.74

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

Pending:	
Enterprise Fund: Water 2011	71,364.22
Enterprise Fund: Waste Water 2011	9,290.61
Enterprise Fund Special Process Checks	148,316.91
Total:	<u>228,971.74</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 _____, 2011

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

Arden Tews, Commission President

Attest: Karen Backman, Commission Secretary