

**Town of Menasha Utility District Commission Regular Meeting
Monday, April 25, 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
3. Minutes to Approve
4. Minutes and Correspondence to Receive
Minutes
 - a) Grand Chute Menasha West Sewerage Commission Meeting – February 2, 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) 110425-1:UD Appointment of Town of Menasha Utility Commission Vice President – Commissioner #2 Barbara Hanson
 - b) 110425-2:UD Affirm Appointment of Representative to the Grand Chute-Menasha West Sewerage Commission – President Dale Youngquist
 - c) 110425-3:UD Appointment of Representative to the Grand Chute-Menasha West Sewerage Commission – Commissioner #2 Barbara Hanson
 - d) 110425-4:UD Expenditures
9. Reports
 - a) Superintendent Steve Laabs – Cost Estimate for East Shady Lane Sewer Main Repair
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 #110425-1:UD

**APPOINTMENT OF TOWN OF MENASHA UTILITY COMMISSION VICE
PRESIDENT - COMMISSIONER #2 BARBARA HANSON**

WHEREAS, the Utility Commission President shall recommend the appointment of a Vice President to serve at the Utility Commission meetings in which the Commission President is absent; and

WHEREAS, the Utility Commission President recommends Commissioner #2 Barbara Hanson to fill the Vice President position until the expiration of her term as Commissioner.

NOW, THEREFORE BE IT RESOLVED by the Town of Menasha Utility Commission, that Commissioner #2 Barbara Hanson shall be appointed Vice President of the Utility Commission until the expiration of her two-year term as Commissioner ending April 8, 2013.

Adopted this 25th day of April, 2011

Requested by: Dale Youngquist, Utility President

Submitted by: Dale Youngquist, Utility President

Dale Youngquist, Utility President

Attest: Karen Backman, Utility Secretary

RES #110425-2:UD

AFFIRM APPOINTMENT OF REPRESENTATIVE TO THE GRAND CHUTE-MENASHA WEST SEWERAGE COMMISSION – PRESIDENT DALE YOUNGQUIST

WHEREAS, pursuant to the Grand Chute-Menasha West Sewerage Commission, Article II – Creation and Powers and Duties of Commission, Section 202 (a)(ii), representation by three Town of Menasha Utility District Commissioners on the Grand Chute-Menasha West Sewerage Commission is required; and

WHEREAS, in accordance with Grand Chute-Menasha West Ordinance Contract, the President of the Town of Menasha Utility Commission shall be a commissioned member of the Grand Chute-Menasha West Sewerage Commission; and

WHEREAS, Dale Youngquist now serves as the President of the Town of Menasha Utility District Commission for a two-year term beginning April 12, 2011 and ending April 8, 2013.

NOW, THEREFORE BE IT RESOLVED the Town of Menasha Utility District Board of Commissioners hereby affirms Utility Commission President Dale Youngquist to represent the Town of Menasha Utility District on the Grand Chute-Menasha West Sewerage Commission effective April 12, 2011 through April 8, 2013.

BE IT FURTHER RESOLVED, this appointment shall coincide with his respective, individual term of office as Town of Menasha Utility District President under the Grand Chute-Menasha West Sewerage Commission, Section 202 Article II (b).

Adopted this 25th day of April, 2011

Requested by: Karen Backman, Utility Secretary

Submitted by: Dale Youngquist, Utility Commission President

Dale Youngquist, Commission President

Attest: Karen Backman, Secretary

RES #110425-3:UD

APPOINTMENT OF REPRESENTATIVE TO THE GRAND CHUTE-MENASHA WEST SEWERAGE COMMISSION – COMMISSIONER #2 BARBARA HANSON

WHEREAS, pursuant to the Grand Chute-Menasha West Sewerage Commission, Article II – Creation and Powers and Duties of Commission, Section 202 (a)(ii), representation by three Town of Menasha Utility District Commissioners on the Grand Chute-Menasha West Sewerage Commission is required; and

WHEREAS, Utility Commissioner #2 Barbara Hanson, current Town of Menasha representative to the Grand Chute-Menasha West Sewerage Commission, is serving a two-year term as Utility Commissioner beginning April 12, 2011 and ending April 8, 2013; and

WHEREAS, it is the recommendation of Commission President Dale Youngquist to re-appoint Barbara Hanson, Commissioner #2 to serve on the Grand Chute-Menasha West Sewerage Commission.

NOW, THEREFORE BE IT RESOLVED the Town of Menasha Utility District Board of Commissioners hereby re-appoints Utility Commissioner #2 Barbara Hanson to represent the Town of Menasha Utility District on the Grand Chute-Menasha West Sewerage Commission effective April 12, 2011 through April 8, 2013.

BE IT FURTHER RESOLVED, this appointment shall coincide with her respective, individual term of office as Town of Menasha Utility District Commissioner under the Grand Chute-Menasha West Sewerage Commission, Section 202 Article II (b).

Adopted this 25th day of April, 2011

Requested by: Karen Backman, Utility Secretary

Submitted by: Dale Youngquist, Utility Commission President

Dale Youngquist, Commission President

Attest: Karen Backman, Secretary

RESOLUTION #110425-4:UD
EXPENDITURES

WHEREAS, The Town of Menasha Utility District has outstanding invoices totaling: \$234,699.26

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

Pending:	
Enterprise Fund: Water 2011	28,357.45
Enterprise Fund: Waste Water 2011	3,238.55
Enterprise Fund Special Process Checks	203,103.26
Total:	<u>234,699.26</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: Dale Youngquist, Commission President

Dale Youngquist, Commission President

Attest: Karen Backman, Commission Secretary