

**Town of Menasha Utility District Commission Regular Meeting  
Monday, July 11, 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**
  - a) Special Utility District Commission Meeting – June 20, 2011
  - b) Regular Utility District Commission Meeting – June 27, 2011
4. **Minutes and Correspondence to Receive**

**Minutes**

  - a) Neenah-Menasha Sewerage Commission Regular Meeting – May 24, 2011
  - b) Neenah-Menasha Sewerage Commission Special Meeting – June 16, 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**
  - a) Results of Water Rate Study for the Public Service Commission – Schenck SC
7. **Unfinished Business**
8. **New Business- Resolutions/Ordinances/Policies**
  - a) 110711-1:UD Authorize Submission of Water Rate Study to the Public Service Commission
  - b) 110711-2:UD Expenditures
9. **Reports**
  - a) Superintendent Steve Laabs – Update on Lift Station #3 Lakeshore Drive, Control Panel and Backup System
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 #110711-1:UD

**AUTHORIZE SUBMISSION OF WATER RATE STUDY TO THE PUBLIC SERVICE COMMISSION (PSC)**

WHEREAS, the Town of Menasha Utility Commission authorized a water rate study by Schenck SC (Schenck); and

WHEREAS, the last water rate increase for the Town of Menasha Utility occurred in 2008; and

WHEREAS, in 2010, the Town of Menasha Utility did not meet the annual debt coverage requirement for the outstanding revenue bonds; and

WHEREAS, revenue loss from decreased customer consumption and expense increases in purchased water, salt costs, meter maintenance, and debt service for the Utility's aggressive water main replacement program make a water rate increase imperative; and

WHEREAS, Schenck has presented the water rate study to the Commission on July 11, 2011, and the basics of the study had previously been discussed with the Utility Commission at a prior workshop; and

WHEREAS, the attached water rate study will be submitted to the PSC; and

WHEREAS, upon the completion of the PSC's analysis and calculation of rates, the PSC will conduct a Public Hearing for the Town of Menasha Utility District customers; and

WHEREAS, upon the completion of the PSC's Public Hearing, the new water rates will become effective.

NOW, THEREFORE BE IT RESOLVED by the Town of Menasha Utility Commission to authorize Schenck SC to submit the attached water rate study (Attachment A) to the Public Service Commission.

Adopted this 11<sup>th</sup> day of July, 2011

*Requested by: Myra Piergrossi, Finance Director*

*Submitted by: Dale Youngquist, Utility President*

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Dale Youngquist, Utility President

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Attest: Karen Backman, Secretary

RES #110711-2:UD

EXPENDITURES

WHEREAS, The Town of Menasha Utility District has outstanding invoices totaling: \$143,470.19

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

Pending:	
Enterprise Fund: Water 2011	7,804.55
Enterprise Fund: Waste Water 2011	8,377.26
Enterprise Fund Special Process Checks	127,288.38
Total:	<u>143,470.19</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*

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Dale Youngquist, Commission President

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Attest: Karen Backman, Commission Secretary