

Arden Tews, President
720-7101

COMMISSIONERS
720-7101

Jeanne Krueger
Robert Sprague
Jerry Jurgensen
Al Nennig

Carlene Sprague, Secretary
720-7103

TOWN OF MENASHA UTILITY DISTRICT

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Wm. D. Frueh
Interim Administrator

Jeffrey P. Roth
Water Superintendent

Steven F. Laabs
Waste Water Superintendent

Paula J. Pagel
Utility District Office Mgr

Myra Piergrossi
Dir. Of Finance/Treasurer

Utility District
Approved July 10, 2000

REGULAR MEETING OF THE TOWN OF MENASHA UTILITY DISTRICT Municipal Complex - Assembly Room Monday, June 26, 2000

MINUTES

The agenda was posted at the Municipal Complex, Fire Station 40, Town of Menasha Utility District, Appleton Public Library, Menasha Public Library, and Neenah Public Library and is available on the Town of Menasha Website www.town-menasha.com.

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL

President Arden Tews called the Regular Meeting of Utility District Commissioners to order at 4:45 p.m. and led the Pledge of Allegiance.

Utility District Secretary Carlene L. Sprague noted the roll as follows:

PRESENT:

Arden Tews, President
Jerry Jurgensen, Commissioner #3
Brad Werner, Town Engineer
Myra Piergrossi, Dir. of Finance
Jeff Roth, Utility District Water Supt.
Steve Laabs, Utility District Wastewater Supt.

Jeanne Krueger, Commissioner #1
Carlene Sprague, Utility District Secretary
Wm. Frueh, Interim Administrator
George Dearborn, Dir. of Com. Dev.
Paula Pagel, Utility District Office Manager

EXCUSED:

Bob Sprague, Commissioner #2

Allen Nennig, Commissioner #4

ALSO PRESENT:

II. PUBLIC DISCUSSION-NON-AGENDIZED UTILITY DISTRICT RELATED MATTERS

III. DISCUSSION ITEMS

A. Virchow Krause - Utility District Rate Study

Kim Jennings, representing Virchow Krause & Company made a presentation to the Utility District Commissioners regarding a proposition to conduct a rate study for the Town of Menasha Utility District. Their key objective is to gather information to do the study and offer alternatives for collection of the current tax levy.

Paula Pagel, Utility District Officer Manager stated that we will need to do this rate study because we will not be certified as a special district. This was the vehicle that the Utility District used in the past as a Sanitary District.

Interim Administrator, Wm. Frueh stated that the Town of Menasha is providing a service for property owners in and out of the Town, and all customers should be paying for the service.

Kim Jennings stated that the tax levy is not an equitable way to charge for utility district rates because it is not based on usage. She suggested a multi step increase over a period of 5 years. She estimated that 35% of the revenue for service is on the tax levy.

Finance Director, Myra Piergrossi, stated that customers are being taxed based on the value of their property and not what they are using. She read the letter that was mailed to the Utility District property owners in 1999.

It was the consensus of the Utility District Commission that customers outside the sewer service area, who are not connected, would not be taxed. Those who have the service available and are not hooked up, should be taxed within a 12-month period. They are required to hook up.

It was the consensus of the Utility Commission to approve this study.

Utility District Office Manager, Paula Pagel was directed to determine if the customers who are in the sewer and water area and not hooked up have paid any taxes.

Interim Administrator, Wm. Frueh directed the Virchow Krause Company to present a firm proposal regarding the cost of their services.

B. Utility Connection Compliance - 1 Year Notice

IV. OLD BUSINESS

V. NEW BUSINESS

A. 000626-1:UD Expenditures

MOTION: Commissioner Jurgensen, second Commissioner Krueger to adopt the resolution and approve the expenditures with the exception of (none). Motion carried unanimously, with Commissioners Sprague and Nennig excused.

B. 000626-2:UD Project Acceptance of Water and Sewer Main Extensions for Midway Business Park, City of Menasha Project.

MOTION: Commissioner Krueger, second Commissioner Jurgensen to adopt the resolution and approve the construction of water and sewer main extensions for the Midway Business Park project on Midway Road. Motion carried unanimously, with Commissioners Sprague and Nennig excused.

C. 000626-3:UD Project Acceptance of Water and Sewer Main Extensions for the Waterford on Prospect Ave., a Touch Mark Development

The resolution was amended to accept Phase I of the construction of water and sewer main extensions for the Waterford-Touchmark project.

MOTION: Commissioner Krueger, second Commissioner Jurgensen to adopt the resolution as amended and approve the construction of water and sewer main extensions for the Waterford-Touchmark project located on Prospect Avenue. Motion carried unanimously, with Commissioners Sprague and Nennig excused.

VI. ORDINANCES

VII. RESIGNATIONS/ APPOINTMENTS

VIII. APPROVAL OF MINUTES

A. Utility District Meeting 5/22/00

B. Special Utility District Meeting 5/26/00

MOTION: Commissioner Jurgensen, second Commissioner Krueger to accept the minutes of the Utility District Commissioners as submitted. Motion carried unanimously, with Commissioners Sprague and Nennig excused.

IX. CORRESPONDENCE

A. May - Water Main Breaks & Repairs

B. May - Water Pumpage Report

C. May - Sewer Billing Summary

D. May - Water Billing Summary

MOTION: Commissioner Jurgensen, second Commissioner Krueger to accept the correspondence of the Utility District Commissioners meetings for filing as submitted. Motion carried unanimously, with Commissioners Sprague and Nennig excused.

X. REPORTS

A. Town Administrator - None

B. Engineer

Town Engineer Brad Werner stated that there will be a bid opening coming up July 6th for the Hwy. 114 project.

C. Water Superintendent

Water Superintendent Jeff Roth reported on an offer that was made by the Utility District to Bob Pheifer regarding the oversizing of a pipe that was installed. He asked the Commission for direction on how this settlement should be handled.

D. Wastewater Superintendent

E. Commissioners

- Commissioner Krueger - None
- Commissioner Sprague - Excused
- Commissioner Jurgensen - None
- Commissioner Nennig - Excused

F. Commission President Tews

Commission President Arden Tews asked about the status of the Town of Neenah Agreement. He inquired if we need to sit down with the Town of Neenah to discuss this issue again.

Interim Administrator, Wm. Frueh stated that it was his understanding that Attorneys Claypool and St. Peter needed to finalize changes. He will call and verify this.

G. Other

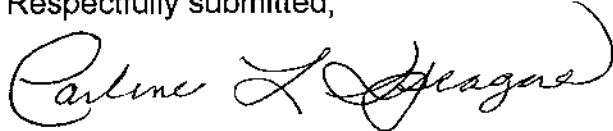
XI. MOTIONS BY COMMISSIONERS

XII. ANNOUNCEMENTS

XIII. ADJOURNMENT

At 5:30 p.m., MOTION: Commissioner Jurgensen, second Commissioner Krueger to adjourn the regular meeting of the Utility District of Board of Commissioners. Motion carried unanimously, with Commissioners Sprague and Nennig excused.

Respectfully submitted,

A handwritten signature in cursive script, reading "Carlene L. Sprague". The signature is written in black ink and is positioned above the printed name and title.

Carlene L. Sprague
Utility District Secretary