

Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, February 23, 2009

Minutes

1. Call to Order, Pledge of Allegiance and Roll Call

President Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Secretary Backman took roll call and present were President Tews, Commissioners Gerhart, Hanson, Ziegler and Youngquist. Also present were Administrator Sturgell, Finance Dir. Piergrossi, Accts. Mgr/Deputy Treas. Pagel, Com. Dev. Dir. Dearborn, Wastewater Supt. Laabs, Water Supt. Roth, Engineer Werner, Josh Woodside, Paul Eisen.

2. Awards/Presentations

3. Public Forum

4. Discussion Items

a) **Neenah-Menasha Sewerage Commission Interceptor Discussion:** Administrator Sturgell explained he was contacted and had discussions with Manager Randy Much, and Neenah-Menasha Sewerage Commission (NMSC) Attorney Jim Gunz. NMSC owns a series of interceptors, one which runs from Ninth Street to Airport Road and services Town utility customers. He explained NMSC paid off their debt and would now like to see the Town of Menasha take over ownership and maintain the interceptor pipe which runs north of Ninth Street in the Town, and south of Ninth Street in the City. Administrator Sturgell feels the southern portion of the interceptor should remain in the hands of the NMSC, however stated the Town could consider taking over ownership of our portion of the pipe that runs north of Ninth Street. Administrator Sturgell asked whether the NMSC had set aside money to fund future maintenance, but it was determined there were no such funds available. Wastewater Superintendent Laabs showed a mapped route of the interceptor as well as pictures of the condition of the interceptor when televised which showed some deterioration, but he feels that overall it is in good shape. Supt. Laabs did suggest lining the interceptor on Airport Road within the next two to three years. Engineer Werner quoted the cost at approximately \$125-\$150,000 and suggested while getting bids on another project, he could obtain an alternate bid for the re-lining. Supt. Laabs stated the Town televises our portion of the interceptor and suggested it would be a good idea for the City to do televising of their portion of the pipe as well. Commission members asked how often televising is done, and Supt. Laabs stated about every five years. Supervisor Ziegler then suggested it may be a good idea to have a written stipulation that the City of Menasha does televising every five years also. Commissioner Gerhart asked whether the NMSC should be the driver of the discussions for both the Town and the City to work together, and Commissioner Youngquist stated he would take that suggestion back to the Neenah-Menasha Sewerage Commission at their next meeting.

5. Old Business

6. New Business

a) 090223-1:UD Expenditures

MOTION: Ziegler/Hanson to approve the expenditures as submitted with the exception of none. Motion carried.

7. Ordinances/Policies/Agreements

8. Approval of Minutes

a) **Regular Utility District Meeting - January 19, 2009**

b) **Regular Utility District Meeting - February 9, 2009**

MOTION: Hanson/Ziegler to dispense with reading the above minutes and approve as submitted. Motion carried with Commissioner Youngquist abstaining on the Feb. 9 minutes due to absence.

9. Correspondence

10. Reports

- a) **Water Superintendent Roth - Well Project Update:** Reported at Well #7, they successfully extracted the drill bit lodged down in the well using a special tool and may now finish drilling. It is anticipated the crew will be finished within about two weeks. Commissioner Youngquist inquired about the status of drilling Well #8 and Supt. Roth gave an update but stated they want Well #7 operational before resuming their drilling of Well #8.

11. Motions by Commissioners

12. Adjournment

At 5:30 p.m., MOTION: Ziegler/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

Note: These minutes are not to be considered official until acted upon at an upcoming regular meeting, therefore, are subject to revision.

Town of Menasha Utility District Commission Regular Meeting
Municipal Complex - Assembly Room - Monday, March 9, 2009

Minutes

1. Call to Order, Pledge of Allegiance and Roll Call

President Arden Tews called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance. Secretary Backman took roll call and present were President Tews, Commissioners Gerhart, Hanson, Ziegler and Youngquist. Also present were Administrator Sturgell, Finance Dir. Piergrossi, Accts. Mgr/Deputy Treas. Pagel Com. Dev. Dir. Dearborn, Wastewater Supt. Laabs, Water Supt. Roth, Engineer Werner, Melvin Schultz, Barb Knaack, Pat Dobberke, and Josh Woodside.

2. Awards/Presentations

3. Public Forum

4. Discussion Items

5. Old Business

6. New Business

a) 090309-1:UD Expenditures

MOTION: Youngquist/Ziegler to approve the expenditures as submitted with the exception of none. Motion carried.

7. Ordinances/Policies/Agreements

8. Approval of Minutes

a) Regular Utility District Meeting - February 23, 2009

MOTION: Hanson/Gerhart to dispense with reading the above minutes and approve as submitted. Motion carried.

9. Correspondence

a) Water Pumpage Report - February 2009

b) Water Main Report - February 2009

MOTION: Youngquist/Hanson to accept the correspondence for filing as submitted. Motion carried.

10. Reports

a) Supervisor Youngquist - Neenah-Menasha Sewerage Commission Update: On request of the Utility Commission, Comm. Youngquist went back to the Neenah-Menasha Sewerage Commission (NMSC) and reported that the Utility Commission is in consensus of not being opposed of the town taking possession of the north end of the Ninth Street interceptor, and if the City of Menasha is financially able would welcome their maintaining the southern portion as well. Hopefully, this effort can be coordinated through Attorney Gunz. Commissioner Youngquist explained that NMSC has assured us that the city must comply, possibly mandated, to see that repairs are made and that flowage goes to the treatment plant. President Tews commented that he would like to see the City of Menasha have the opportunity to take over their portion of the interceptor, stating it would be in the spirit of cooperation that we work together. Comm. Hanson asked that Comm. Youngquist go back to the NMSC to ask whether, if the interceptor is in their possession, they are mandated to do repairs. Comm. Youngquist stated he would ask. Staff discussed the location of the interceptor and where the dividing line of the two municipalities meets in the road should a problem occur. Wastewater Superintendent Laabs described this area.

b) Finance Director Piergrossi - Utility Online Services: Dir. Piergrossi reported that after ironing out a couple of minor issues, the town went live with online services to allow residents to review their utility bills and pay bills 24/7 with the hope of increasing its customer service. The convenience of going online for your account services requires that you have internet service and an e-mail account set up on your

home computer. You may access the Town of Menasha home page, www.town-menasha.com, and go to the link, "Online Services". Dir. Piergrossi indicated that she hopes to alleviate people having to wait at the Finance counter for service. It also has allowed her to go without re-hiring an additional part-time person in the department to assist customers.

- c) **Water Superintendent Roth - Well Project Update:** Reported that on the east side, drilling of Well #7 is now completed with a final depth of 585 feet. Samples were taken and when approved will complete the well; on the west side Well #8 drilling has begun, reaching approximately 90 feet so far.

11. **Motions by Commissioners**

12. **Adjournment**

At 5:18 p.m., MOTION: Gerhart/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

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