

Town of Menasha Utility District Commission Regular Meeting  
Municipal Complex - Assembly Room - Monday, December 15, 2008

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, Com. Dev. Dir. Dearborn, Engineer Werner, Wastewater Supt. Laabs, Water Supt. Roth, Barb Knaack, Melvin Schultz, Winn. Cty. Supervisor Joanne Sievert, Dale McNamee. Excused was Accts. Mgr/Deputy Treas. Pagel

2. Awards/Presentations

3. Public Forum

4. Discussion Items

5. Old Business

6. New Business

a) 081215-1:UD Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

MOTION: Youngquist/Ziegler to adopt as submitted not to exceed an additional \$2,850,780. Commissioner Youngquist questioned using the actual amount being borrowed for 2009 Water Utility projects and Finance Director Piergrossi explained these were only estimates already included and approved in the budget. On the motion, motion carried.

b) 081215-2:UD Change Order No. 1 - 2008 Water Main Reconstruction Projects Final Cost and Quantities Adjustments for Ninth St., Tayco St., Lakeshore Dr., Olde Midway Rd., and Palisades Dr.

MOTION: Gerhart/Ziegler to adopt as submitted. Motion carried.

c) 081215-3: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 Meeting - November 24, 2008

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

9. Correspondence

- a) Water Pumpage Report - November 2008
- b) Water Main Break Report - November 2008
- c) Letter - Southwood Drive Apartments in Compliance

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

10. Reports

- a) President Tews - Holiday Greetings: President Tews and the entire Commission wished everyone a very Merry Christmas and a happy New Year, and hopes all will be safe this holiday season.

- b) **Commissioner Youngquist - Listening Session Dates:** Commissioner Youngquist stated the listening sessions last year were sparsely attended and hopes for better attendance in 2009. A new day and time has been chosen: Tuesdays at 6:30 pm. The first session will be held at the Municipal Complex, Tues. 1/13/09, then on 2/17/09 at the Community Center (Maple Rm.), next on 3/17/09 at the Municipal Complex. Dates will be in The Bridge newsletter.

11. **Motions by Commissioners**

12. **Adjournment**

At 5:22 p.m., MOTION: Hanson/Ziegler to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

Town of Menasha Utility District Commission Regular Meeting  
Municipal Complex - Assembly Room - Monday, January 5, 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, Com. Dev. Dir. Dearborn, Wastewater Supt. Laabs, Water Supt. Roth, Barb Knaack, and Josh Woodside. Excused was Accts. Mgr/Deputy Treas. Pagel

2. Awards/Presentations

3. Public Forum - Non-Agendized Utility Related Matters

4. Discussion Items

5. Old Business

6. New Business

a) 090105-1: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

9. Correspondence

10. Reports

a) President Tews - New Year's Greetings: Wished everyone a Happy New Year, and stated in these troubled times in this nation to keep our heads up and hopes things go well in the future as we move forward. Supervisor Hanson hopes we can stay on course and stick with our budget, and continue to do as good as we are.

11. Motions by Commissioners

12. Adjournment

At 5:03 p.m., MOTION: Ziegler/Youngquist to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

**Town of Menasha Utility District Commission Regular Meeting**  
**Municipal Complex - Assembly Room - Monday, January 19, 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, Youngquist and Ziegler (at 5:03 pm). Also present were Administrator Sturgell, Finance Dir. Piergrossi, Com. Dev. Dir. Dearborn, Engineer Werner, Wastewater Supt. Laabs, Water Supt. Roth, Melvin Schultz. Excused was Accts. Mgr/Deputy Treas. Pagel.

**2. Awards/Presentations**

**3. Public Forum**

**4. Discussion Items**

**5. Old Business**

**6. New Business**

**a) 090119-1:UD Expenditures**

MOTION: Hanson/Youngquist 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 - October 13, 2008**

**b) Regular Utility District Meeting - October 27, 2008**

MOTION: Gerhart/Tews to dispense with reading of the above minutes and approve as submitted. After discussion, MOTION: Gerhart/Tews to amend the Oct. 27 minutes and add a side note: \*GCMW will be using short-term borrowing for the construction of the out flow pipe upgrade. Motion carried 4-1 on the amendment to the Oct. 27 minutes, with Commissioner Hanson abstaining due to non-attendance.

**9. Correspondence**

**a) Water Pumpage Report - December 2008**

**b) Water Main Breaks - December 2008**

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

**10. Reports**

**a) Wastewater Superintendent Laabs - Midway Road Televising and Cleaning Project (Lalonde Contractors):** Last October when constructing Midway Road, Lalonde Contractors plugged the sewer with concrete and gravel and had to return to re-televis approximately 8000 ft. at a cost of over \$9,300; then had to return and clean out 7,350 ft. and agreed to pay for this work as well at an additional cost of approximately \$7,000.

**b) Water Superintendent Roth - Well Project Update:** At well #7 on University Drive, the crew lost a couple of days work due to cold weather but resumed today with 100 ft. of drilling left of a total 570 feet. They will also begin drilling the casing at well #8 on American Drive; President Tews asked when this well would be completed, and Water Supt. Roth projected it would be done by summer.

**11. Motions by Commissioners**

**12. Adjournment**

At 5:10 p.m., MOTION: Gerhart/Hanson to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary

Town of Menasha Utility District Commission Regular Meeting  
Municipal Complex - Assembly Room - Monday, February 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, and Ziegler. 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, Darren Putzer. Excused was Supervisor Youngquist

2. Awards/Presentations

3. Public Forum

4. Discussion Items

5. Old Business

6. New Business

a) 090209-1:UD Expenditures

MOTION: Gerhart/Ziegler to approve the expenditures as submitted with the exception of none. The Board asked questions about the expenditures including the status of drilling well #7. Water Supt. Roth explained drilling had slowed when earlier the drill bit got stuck; there is approximately 70 feet left to go. On the motion, motion carried.

7. Ordinances/Policies/Agreements

8. Approval of Minutes

- a) Regular Utility District Meeting - November 10, 2008
- b) Special Utility Commission Meeting - November 17, 2008
- c) Regular Utility District Meeting - December 15, 2008
- d) Regular Utility District Meeting - January 5, 2009

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

9. Correspondence

- a) Water Main Breaks Report - January 2009
- b) Water Pumpage Report - January 2009

MOTION: Hanson/Gerhart to accept the correspondence as submitted. Motion carried.

10. Reports

a) Water Superintendent Roth

- Clarification on City of Neenah Lead in Water Alert: Supt. Roth explained that the City of Neenah hired a firm to mail out the Notices and had mistakenly sent them to everyone with a mailing address of Neenah and erroneously included Town residents. Board and staff had received a few telephone calls, and it was explained that the Town announced the correction to the public.
- Well Project Update: Supt. Roth gave an update on well #8.

b) Wastewater Superintendent Laabs

- **2008 Year-End Report:** Supt. Laabs gave a report on the 2008 Industrial Surcharges and 2008 Loadings for Grand Chute-Menasha West Sewerage and Neenah-Menasha Sewerage.
- **Demonstration of New Sewer Televising Camera and Equipment:** All of the Board members and the staff assembled in the Street garage to view a demonstration of a newly purchased televising camera and equipment used to televise the sewer lines. Afterwards, everyone returned to the Assembly Room to conclude the meeting.

11. **Motions by Commissioners**

12. **Adjournment**

At 5:32 p.m., MOTION: Hanson/Gerhart to adjourn. Motion carried.

Respectfully submitted,

Karen Backman, Secretary