MEETING	DATE	TIME	LOCATION
Joint Sanitary District	Tuesday, March 15, 2022	6:30 p.m.	Virtual Meeting and Board Room 1900 W. Grand Chute Blvd.

VIRTUAL MEETING PARTICIPATION OPTIONS

Web Access:
https://grandchute.my.webex.com/grandchute.my/j.php?MTID=ma00f1d95576889fa02fc616d0358ea69
Access Code: 126 909 3174
Meeting Password: 1900

Telephone Access:
Dial: (408) 418-9388
Access Code: 126 909 3174
Meeting Password: 1900

PLEASE STAY CONNECTED AFTER THE SAN MEETING FOR THE TOWN BOARD MEETING

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA/ORDER OF THE DAY

D. PUBLIC INPUT Members of the public are welcome to address the Commission and Town Board. **Individuals are allowed to speak only about agenda items and must fill out a "Request to Speak" form and submit to the Town Clerk prior to the start of the meeting in order to speak during the Public Input segment of the meeting. If you wish to speak and are attending virtually, you must contact the Town Clerk 24 hours prior to the start of the meeting for special accommodations.** This segment is placed early in the agenda so that the public may make their comments prior to any discussion or action by the Commission or Town Board. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes. The Commission/Town Board may suspend this rule if deemed necessary. Once the public input segment ends there will be no additional discussion from the audience.

E. CONSENT AGENDA
(Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda.)

1. Approve regular joint meeting minutes – March 1, 2022
2. Accept Monthly Report – February 2022

F. FINANCIAL REPORTS

1. Approval of Voucher List – March 15, 2022

G. NEW BUSINESS

1. Action/Discussion on Application for Credit of Storm Water Fee from David Lindenstruth for Parcel 101087500 located at 2600 N. Casaloma Drive.

H. ADJOURNMENT

Public Notice: Agendas are posted in the following locations: Town Hall bulletin boards & Town website www.grandchute.net 2015 Wisconsin Act 79 allows the publication of certain legal notices on an Internet site maintained by a municipality. This law allows these types of legal notices to be posted in one physical location in the jurisdiction (instead of three) if also placed on an Internet site maintained by the local government.

Special Accommodations: Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at (920-832-5644) with at least 24-hour notice.

Notice of Possible Quorum: A quorum of the Town Board, Plan Commission, Board of Review, Licensing Committee, Parks Commission, Community Development Authority, Joint Review Board, Zoning Board of Appeals and/or Police and Fire Commission may be present at this meeting for the purpose of gathering information and possible discussion on items listed on this agenda. However, unless otherwise noted in this agenda, no official action by the Town Board, Plan Commission, Board of Review, Licensing Committee, Parks Commission, Joint Review Board, Zoning Board of Appeals and/or Police and Fire Commission will be taken at this meeting.

JOINT REGULAR MEETING – SANITARY DISTRICT NO. 1, NO. 2, NO. 3 & EAST SIDE UTILITY DISTRICT – 1900 W. GRAND CHUTE BLVD., GRAND CHUTE, WI – MARCH 1, 2022

CALL TO ORDER/ROLL CALL
Meeting called to order at 6:31 p.m. by President Van Eperen.

PRESENT: Jason Van Eperen, Brad Gehring, Walt Nocito, Jeff Ings, Ron Wolff (virtual), and Michelle Korth, Deputy Town Clerk

STAFF: Jim March, Town Administrator; Tim Bantes, Fire Chief; Kelly Hanink, Assistant Fire Chief; Mike Patza, Community Development Director; Lindsey Kemnitz, Town Planner; Greg Peterson, Police Chief; Julie Calmes, Finance Director (virtual); Katie Schwartz, Director of Public Works; Brent Braun, IT Director; Sue Brinkman, HR Director; Mark Van Der Wegen, Town Engineer; and Attorney Rossmeissl, Herrling Clark Law Offices

OTHERS: 7 signed attendance, 3 virtual

PLEDGE OF ALLEGIANCE
President Van Eperen led the Pledge of Allegiance.

APPROVAL OF AGENDA/ORDER OF THE DAY
Motion (Gehring/Ings) to approve the agenda as printed. Motion carried.

PUBLIC INPUT – There was no public input.

CONSENT AGENDA
Approve regular joint meeting minutes – February 17, 2022

Motion (Nocito/Ings) to approve the consent agenda. Motion carried.

FINANCIAL REPORTS
Approval of Voucher Lists – February 17, 2022
San 1, 2, 3 & East Side – $133,454.26 ACH – $792,085.07
Accept Budget Statement – January 2022

Motion (Ings/Gehring) to approve the financial reports. Motion carried.

NEW BUSINESS
Award of Bid, Contract 2022-05, Structure Demolition, to Triple P Inc. dba Peters Concrete Company, in the amount of $67,394.00.

Motion (Ings/Gehring) to suspend the rules to allow for discussion. Motion carried.

Supv. Ings questioned if the Town would benefit from the cost of reclaimed wood from this demolition. He questioned if another vendor should be considered that would potentially purchase the lumber from the Town to help save the cost of the project.

Dir. Schwartz explained that the price of the project does reflect the potential revenue the company could receive from the resources of the lumber.

Motion (Nocito/Ings) to award Bid Contract 2022-05. Motion carried.

Award of Bid, Contract 2022-06, Water Tank Painting, to Viking Painting, LLC, in the amount of $349,800.

Motion (Ings/Wolff) to award Bid Contract 2022-06. Motion carried.

Award of Bid, Contract 2022-07, Fencing, to Fortress Fence, Inc., in the amount of $34,395.

Motion (Gehring/Nocito) to award Bid Contract 2022-07. Motion carried.

The Board discussed connections, potential conflicts of interest, and special assessments for public sewer and water.

Dir. Calmes emphasized the funds in the Sanitary Districts 1, 2, and 3 should be treated as separate entities. Sanitary District 2 funds are for sewer district and not available for general street projects. She explained the larger fund balances are present to help eliminate large rate increases for funding appropriate projects.

Staff was directed to get a ratio of the benefiting population of Grand Chute that this ordinance would apply to and bring back to a future meeting.

ADJOURNMENT
Motion (Nocito/Ings) to adjourn. Motion carried.

Meeting adjourned 7:12 p.m.

These minutes were taken at a regular meeting held on March 1, 2022 and entered in this record book, March 2, 2022 by:

_____
Michelle Korth, Deputy Town Clerk
Joint Sanitary District No. 1, No. 2, No. 3 & East Side Utility District
Initial Draft

DEPARTMENT OF PUBLIC WORKS
1900 W Grand Chute Blvd, Grand Chute WI 54913
PH. 920-832-1581 FAX 920-832-6036
www.grandchute.net

March 7, 2022

Re: Sanitary February 2022 Report

Chairman Van Eperen and Commissioners:

In addition to the monthly report below is an update on a project in Public Works.

Orion Pond Expansion & Storm Sewer:
In the January report it was communicated that 4 adjoining residents/landowners attended the Open House for this project and that they were generally in favor of the project as it keeps a buffer between the residential properties and future development. They also indicated that a berm with plantings would help to alleviate concerns with visibility of the surface water from their homes as well as geese. Design has progressed since that time with this input being considered while still being mindful to make efficient use of the currently Town-owned developable land in TID #2.

An approximate value of land at this location is $60,000/acre. A 5-foot tall berm with 3:1 sideslopes on the north and west sides of the proposed pond would consume approximately 1.5 acres of land. The Town would forego approximately $90,000 from the sale of the land and any future tax increment on the 1.5 acres of land within TID #2. The land where the pond will be built is zoned CP-Planned Commercial and has been planned for commercial development prior to the residential development to the north and west. In addition, there would be the cost to build, plant, and maintain the berm by the Town. As a result, staff intend to move forward with design without the berm. If at a later date, some type of screening from a future development is strongly desired, plantings could be placed along the eastern side of the pond on Town property. A plan view of the current layout has been included for reference.

Sincerely,

Katie Schwartz

Katie Schwartz, P.E.
Director of Public Works
Town of Grand Chute

Enc.

Sanitary District No. 1 & 2
Monthly Report
February 2022

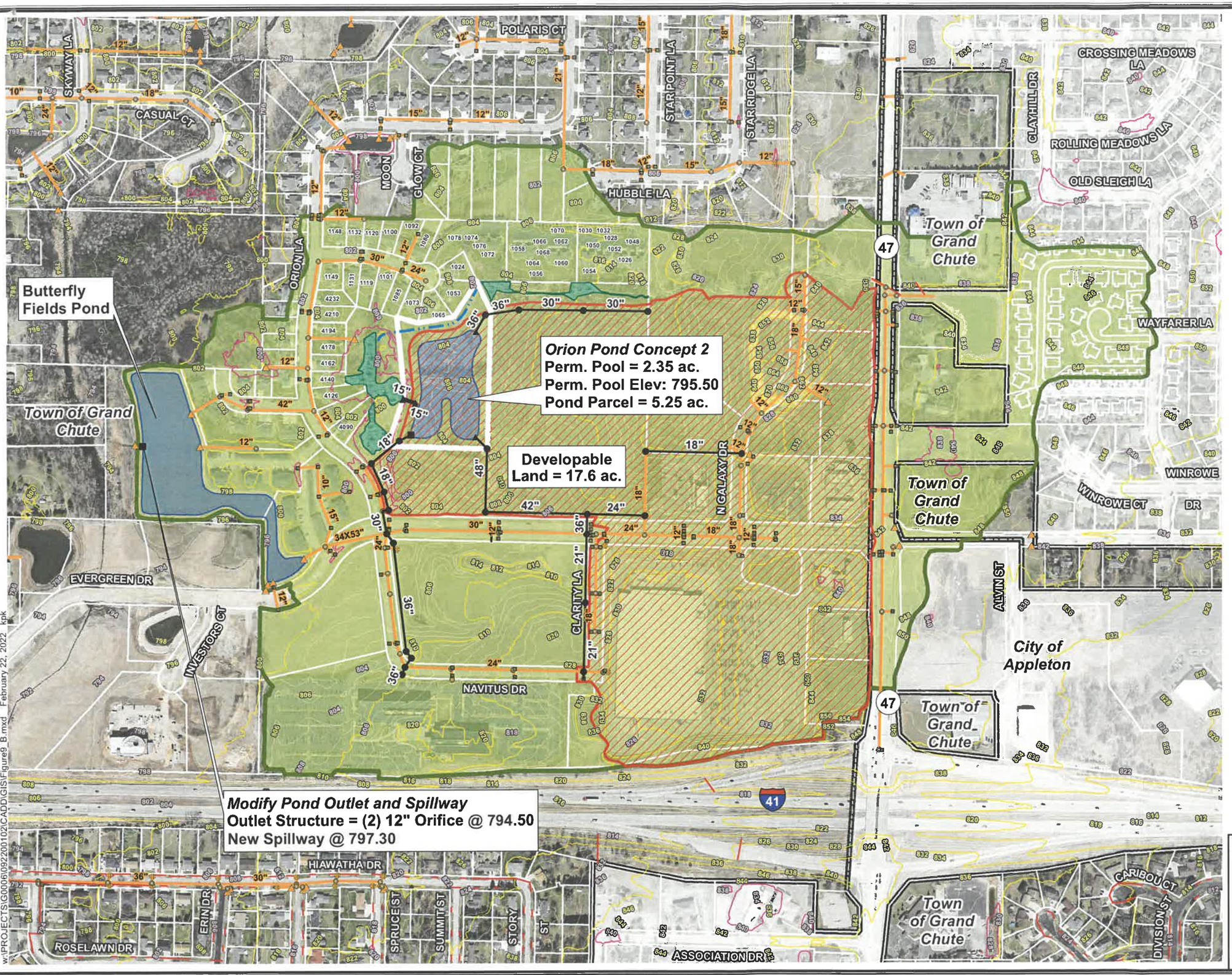
UTILITY LOCATES 110

SERVICE CONNECTION PERMITS
- WATER 3
- SEWER 3
- STORM 3

FT. OF VACTORING 0

QUARTERLY BILLS (Cycle 2) 5,307

3/7/2022



w:\PROJECTS\G0006\09220010\2\CADD\GIS\Figure9_B.mxd February 22, 2022 kpk

Grand Chute

Concept 2 Features

- Existing or Proposed Pond
- Orion Pond Watershed (70.9 acres)
- Butterfly Fields Pond Watershed
- Pond Parcel Line
- Ditch to be Regraded
- Storm Sewer

Existing Storm System

- Catchbasin
- Manhole
- Outfall
- Yard Drain
- Culvert
- Gravity Main

Other Mapped Features

- Municipal Boundary
- Parcel Line and Address Number
- Wetland
- Index Contour
- Index Depression Contour
- Intermediate Contour
- Intermediate Depression Contour

Source: Outagamie County, 2021-22.

0 400 800 Feet

McMAHON ENGINEERS ARCHITECTS
McMAHON ASSOCIATES, INC.

FIGURE 10
CONCEPT 2
ORION POND
TOWN OF GRAND CHUTE
OUTAGAMIE COUNTY, WISCONSIN

Information on this drawing was developed or obtained by others. McMAHON ASSOCIATES, INC does not guarantee this information to be correct, current, or complete. The property and right-of-way information are only intended for use as a general reference and are not intended or suitable for site-specific uses. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk

Check Number	Check Issue Date	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
97768	03/03/2022	WE ENERGIES	4046523536	ELECTRIC SVCS - BOOSTER STATIONS	61-01-62300-344	4,465.46
97768	03/03/2022	WE ENERGIES	4046523536	GAS SVCS - BOOSTER STATIONS	61-01-62600-344	326.95
97768	03/03/2022	WE ENERGIES	4046523536	ELECTRIC SVCS - WATER TOWERS	61-01-67200-349	833.40
97768	03/03/2022	WE ENERGIES	4046523536	GAS/ELECTRIC SVCS - LIFT STATIONS	62-02-82100-220	3,002.54
97768	03/03/2022	WE ENERGIES	4046523536	ELECTRIC SVCS - STORM WATER PONDS	63-03-82000-220	388.34
Total 97768:						9,016.69
97773	03/15/2022	CITY OF APPLETON	02252022	2021 TAX ROLL AMOUNTS	61-00-23211	1,600.69
97773	03/15/2022	CITY OF APPLETON	02252022	2021 TAX ROLL AMOUNTS	62-00-23200	439.98
Total 97773:						2,040.67
97775	03/15/2022	CRANE ENGINEERING	420133-00	TROUBLESHOOT BERG LIFT STATION (#11)	62-02-83200-390	463.00
Total 97775:						463.00
97782	03/15/2022	GRAND CHUTE UTILITIES	02282022-LFS	STORM WATER CHRG - LIFT STATION #3	62-02-82100-220	6.74
Total 97782:						6.74
97789	03/15/2022	MCMAHON	0925727	ECOLOGICAL SVCS-4 BIOFILTERS-BLUEMOUND D	63-03-82000-290	471.70
97789	03/15/2022	MCMAHON	0925745	CONST/ONSITE RES-SOUTH CASALOMA POND	63-00-10700	413.95
97789	03/15/2022	MCMAHON	0925747	DESIGN COBBLE CREEK DR STORM SEWER	63-00-10700	4,445.40
97789	03/15/2022	MCMAHON	0925747	PLAMANN FUTURE POND ANALYSIS	63-00-10700	907.00
97789	03/15/2022	MCMAHON	0925747	PLAMANN EASEMENT	63-00-10700	451.75
97789	03/15/2022	MCMAHON	0925748	STORMWATER UTILITY - REU IMPERVIOUS AUDIT	63-03-82000-210	647.30
97789	03/15/2022	MCMAHON	0925752	ENGINEERING STUDY DRAINAGE SYSTEMS	63-03-82000-210	3,839.60
97789	03/15/2022	MCMAHON	0925759	CONST ADMIN/ONSITE REP- 2021 WATERMAIN PR	61-00-10700	2,557.10
97789	03/15/2022	MCMAHON	0925760	WATER SYSTEM STUDY	61-01-92303-210	5,089.00
97789	03/15/2022	MCMAHON	0925812	SANITARY SYSTEM STUDY	62-02-85200-210	3,364.90
Total 97789:						22,187.70
97790	03/15/2022	MICHELS PIPELINE	2020-02-TEN	PAY REQ 10-EVERGREEN DR (TOWN LAKES AVE T	63-00-10700	660.00
Total 97790:						660.00
97802	03/10/2022	COUNTY MATERIALS CORP	3698951-00	4'X4'X6"X6" CUSTOM BASE 60" POND OUTLET	63-03-82000-360	2,150.85
Total 97802:						2,150.85
97806	03/10/2022	PRIMADATA LLC	57860	UTILITY BILLING (CYCLE 2)	63-03-82000-290	83.66
97806	03/10/2022	PRIMADATA LLC	57860	UTILITY BILLING (CYCLE 2)	61-01-92300-290	167.33
97806	03/10/2022	PRIMADATA LLC	57860	UTILITY BILLING (CYCLE 2)	62-02-85100-290	167.33
97806	03/10/2022	PRIMADATA LLC	57861	UTILITY BILL POSTAGE (CYCLE 2)	63-03-82000-311	400.10
97806	03/10/2022	PRIMADATA LLC	57861	UTILITY BILL POSTAGE (CYCLE 2)	62-02-85100-311	800.21
97806	03/10/2022	PRIMADATA LLC	57861	UTILITY BILL POSTAGE (CYCLE 2)	61-01-90300-311	800.21
Total 97806:						2,418.84
97807	03/10/2022	SUBSURFACE LOCATORS, IN	220065	LC-5000 ANTENNA	61-01-66300-390	50.00
Total 97807:						50.00

Check Number	Check Issue Date	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
Grand Totals:						38,994.49

Sanitary District Approval Date:_____

Check Issue Date	Payee	Invoice Number	Description	Invoice GL Acct	Check Amount
61					
02/28/2022	US BANK CREDIT CARD	USB-FEB22 (2	UNIFORMS SAN 1 DEPARTMENT	61-01-66500-291	32.27
02/28/2022	US BANK CREDIT CARD	USB-FEB22 (2	MISC SS HEX NTS/CAP SCRWS/FLT WSHRS/SPLT LK WSHRS	61-01-67300-390	284.57
02/28/2022	US BANK CREDIT CARD	USB-FEB22 (2	WC Addtl Premium	61-01-92400-510	626.75
Total 220228200:					943.59
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-VZWRLSS*APOCC VISB	61-01-92100-221	19.81
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-PITNEY BOWES PI	61-01-92300-295	21.60
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-CINTAS CORP	61-01-66500-291	32.27
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-CINTAS CORP	61-01-66500-291	32.27
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-CINTAS CORP	61-01-66500-291	32.27
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-DNH*GODADDY.COM	61-01-92300-295	37.99
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-ESRI	61-01-92300-295	50.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-TEKLYNX AMERICAS INC	61-01-92300-295	54.50
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-CINTAS CORP	61-01-66500-291	32.27
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-HANNA INSTRUMENTS UNITED	61-01-67300-390	13.65-
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-LEAGUE WI MUNICIPALITIES	61-01-92100-320	75.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-PROVANTAGE	61-00-39110	82.54
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-USA BLUE BOOK	61-01-67600-390	86.63
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-INDEED	61-01-92100-320	112.51
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-WESTFAX INC.	61-01-92300-295	1.50
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-A O SMITH WATER TREATMENT	61-01-67300-390	144.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-INDEED	61-01-92100-320	252.24
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-A O SMITH WATER TREATMENT	61-01-67300-390	256.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-HANNA INSTRUMENTS UNITED	61-01-67300-390	261.69
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-GAN*GANNETTWIMEDIAADV	61-00-10700	332.21
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-DOJ EPAY RECORDS CHECK	61-01-92100-320	3.50
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-CDW GOVT #Q608979	61-01-92300-295	379.44
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-LAWSON PRODUCTS	61-01-67300-390	601.48
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-FERGUSON WTRWRKS #1476	61-01-67300-390	947.30
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-DLT SOLUTIONS 703-773-	61-01-92300-295	1,395.24
02/28/2022	US BANK CREDIT CARD	USB-FEB22-4	CC-FERGUSON WTRWRKS #1476	61-01-67700-390	1,580.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-4	CC-ESRI	61-01-92300-295	2,500.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-4	CC-COMPLETE OFFICE OF WISCON	61-01-92100-310	6.45
02/28/2022	US BANK CREDIT CARD	USB-FEB22-4	CC-DOJ EPAY RECORDS CHECK	61-01-92100-320	7.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-5	CC-THE HOME DEPOT #4903	61-01-64200-390	7.89
02/28/2022	US BANK CREDIT CARD	USB-FEB22-5	CC-GRAINGER	61-01-63100-360	8.01
02/28/2022	US BANK CREDIT CARD	USB-FEB22-5	CC-AMZN MKTP US*NQ1007SM3	61-01-92100-221	8.77
02/28/2022	US BANK CREDIT CARD	USB-FEB22-7	CC-MENARDS APPLETON WEST WI	61-01-67300-390	11.76
02/28/2022	US BANK CREDIT CARD	USB-FEB22-8	CC-WESTFAX INC.	61-01-92300-295	16.49
Total 220228201:					9,376.98
03/01/2022	DTCC	03012022	2012 DEBT INTEREST	61-01-43000-620	1,225.00
Total 220301003:					1,225.00
Total 61:					11,545.57
62					
02/28/2022	US BANK CREDIT CARD	USB-FEB22 (2	UNIFORMS SAN 2 DEPARTMENT	62-02-82700-291	32.27
02/28/2022	US BANK CREDIT CARD	USB-FEB22 (2	WC Addtl Premium	62-02-85300-390	626.75
Total 220228200:					659.02
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-THE HOME DEPOT #4903	62-02-83200-390	19.19

Check Issue Date	Payee	Invoice Number	Description	Invoice GL Acct	Check Amount
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-VZWRLSS*APOCC VISB	62-02-85100-221	19.81
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-PITNEY BOWES PI	62-02-85100-295	21.60
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-BATTERIES PLUS #0502	62-02-82700-340	25.32
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-CINTAS CORP	62-02-82700-291	32.27
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-CINTAS CORP	62-02-82700-291	32.27
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-CINTAS CORP	62-02-82700-291	32.27
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-DNH*GODADDY.COM	62-02-85100-295	37.99
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-ESRI	62-02-85100-295	50.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-TEKLYNX AMERICAS INC	62-02-85100-295	54.50
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-CINTAS CORP	62-02-82700-291	32.27
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-GRAINGER	62-02-83200-390	68.55
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-LEAGUE WI MUNICIPALITIES	62-02-85100-320	75.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-PROVANTAGE	62-00-39110	82.54
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-MACQUEEN EQUIPMENT GROUP	62-02-82800-351	85.15
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-INDEED	62-02-85100-320	112.51
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-WESTFAX INC.	62-02-85100-295	1.50
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-IN *FOX VALLEY SAFETY LLC	62-02-82700-340	135.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-GAN*GANNETTWIMEDIAADV	62-00-10700	205.51
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-BATTERIES PLUS #0502	62-02-83100-390	228.26
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-INDEED	62-02-85100-320	252.25
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-TOTAL ENERGY SYSTEMS	62-02-83200-390	354.59
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-CDW GOVT #Q608979	62-02-85100-295	379.44
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-DOJ EPAY RECORDS CHECK	62-02-85100-320	3.50
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-CRANE ENGINEERING SALES	62-02-83200-390	616.15
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-COMPLETE OFFICE OF WISCON	62-02-85100-310	4.30
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-DLT SOLUTIONS 703-773-	62-02-85100-295	1,450.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-4	CC-ESRI	62-02-85100-295	2,500.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-4	CC-DOJ EPAY RECORDS CHECK	62-02-85100-320	7.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-5	CC-GRAINGER	62-02-83200-390	8.36
02/28/2022	US BANK CREDIT CARD	USB-FEB22-5	CC-AMZN MKTP US*NQ1007SM3	62-02-85100-221	8.77
02/28/2022	US BANK CREDIT CARD	USB-FEB22-6	CC-GRAINGER	62-02-83200-390	11.04
02/28/2022	US BANK CREDIT CARD	USB-FEB22-7	CC-GRAINGER	62-02-83200-390	13.76
02/28/2022	US BANK CREDIT CARD	USB-FEB22-7	CC-GRAINGER	62-02-83200-390	13.76
02/28/2022	US BANK CREDIT CARD	USB-FEB22-8	CC-WESTFAX INC.	62-02-85100-295	16.49
02/28/2022	US BANK CREDIT CARD	USB-FEB22-8	CC-THE HOME DEPOT #4903	62-02-83200-390	17.44
02/28/2022	US BANK CREDIT CARD	USB-FEB22-9	CC-MENARDS APPLETON WEST WI	62-02-83100-390	18.26
Total 220228201:					7,026.62
Total 62:					7,685.64
63					
02/28/2022	US BANK CREDIT CARD	USB-FEB22 (2	WC Addtl Premium	63-03-82000-510	250.70
Total 220228200:					250.70
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-PITNEY BOWES PI	63-03-82000-295	21.60
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-DNH*GODADDY.COM	63-03-82000-295	37.99
02/28/2022	US BANK CREDIT CARD	USB-FEB22-1	CC-ESRI	63-03-82000-295	50.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-TEKLYNX AMERICAS INC	63-03-82000-295	54.50
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-GAN*GANNETTWIMEDIAADV	63-03-82000-320	62.54
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-PROVANTAGE	63-00-37200	82.54
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-GAN*GANNETTWIMEDIAADV	63-00-10700	100.95
02/28/2022	US BANK CREDIT CARD	USB-FEB22-2	CC-GAN*GANNETTWIMEDIAADV	63-00-10700	100.95
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-WESTFAX INC.	63-03-82000-295	1.50
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-CDW GOVT #Q608979	63-03-82000-295	379.44
02/28/2022	US BANK CREDIT CARD	USB-FEB22-3	CC-DLT SOLUTIONS 703-773-	63-03-82000-295	1,450.00

Check Issue Date	Payee	Invoice Number	Description	Invoice GL Acct	Check Amount
02/28/2022	US BANK CREDIT CARD	USB-FEB22-4	CC-ESRI	63-03-82000-295	2,500.00
02/28/2022	US BANK CREDIT CARD	USB-FEB22-5	CC-AMZN MKTP US*NQ1007SM3	63-03-82000-221	8.77
02/28/2022	US BANK CREDIT CARD	USB-FEB22-7	CC-COMPLETE OFFICE OF WISCON	63-03-82000-310	12.89
02/28/2022	US BANK CREDIT CARD	USB-FEB22-8	CC-WESTFAX INC.	63-03-82000-295	16.49
Total 220228201:					4,880.16
03/04/2022	PSN	189937432	MARCH BILLING	63-03-82000-290	49.95
Total 220304002:					49.95
Total 63:					5,180.81
Grand Totals:					24,412.02

Deputy
~~Angie Cain~~, Town Clerk Michelle Routh Date: 3/10/22

Grand Chute

AGENDA REQUEST
3/15/2022

TOPIC: Action/Discussion on Application for Credit of Storm Water Fee from David Lindenstruth for Parcel 101087500 located at 2600 N. Casaloma Drive.

☒ New Business ☐ Unfinished Business ☐ Reports ☐ Closed Session ☐ Ordinance/Resolution	Meeting: Sanitary District 3
Department Reporting: Public Works	Submitted By: Mark VanDerWegen P.E. Town Engineer

ISSUE: Section 463-9 of the Town Municipal Code allows applicants to apply for credit/reduction to stormwater fees under certain circumstance for the purpose of lessening the surface water runoff from that given property. A recommendation from Town Staff, to the Commission, is required within 90 days of receiving the application. The application and fee were received on January 18, 2022.

BACKGROUND/ANALYSIS:
The current Code Section and application are fairly outdated and are in need of updates to bring it up to current stormwater design standards. The current application process allows for a 10% credit/reduction in their REU rate if they can show that discharge is the same as pre-developed conditions, which is a requirement all development must adhere to for any new site development plans. Applicants are required to submit site stormwater calculations and hydrographs, with supporting documentation, to show that the applicant is meeting the requirements set forth in the application. As such, the submitted application meets the pre-developed condition requirements and is requesting a 10% credit for the private facilities development.

Surrounding communities were reached out to, to determine their application requirements. Their applications are similar in nature, but require the applicants to exceed the requirements in order to get a partial credit.

RECOMMENDATION:
Staff has reviewed the application and confirmed that all requirements have been met for the 10% credit reduction being requested. Staff is seeking a decision (approval/denial), from the Commission, for the submitted Application for Credit of Stormwater Fee.

In addition, Staff recommends temporarily suspending further Applications for Credit of Stormwater Fee's until the Code and application process can be updated based on current standards.

FISCAL IMPACT: N/A

ATTACHMENTS:
Attachment No. 1 - Section 463-9. Credits. Town of Grand Chute Municipal Code Section

§ 463-9. Credits.

A. It is the intent of Sanitary District No. 3 that all developed property (existing and new) within the district boundaries contribute to the operation, maintenance and improvement of the stormwater management system in proportion to the runoff emanating from that property.

B. The Board of Commissioners may provide credits against certain of the charges set forth above for facilities installed and maintained by the property owner for the purpose of lessening the surface water runoff from that given property.

C. Credit will only be allowed for properties where structural controls are maintained in fully functional condition and according to maintenance criteria and design standards issued by the Sanitary District.

D. Customers seeking credit for private facilities must file a written application with the Town Clerk on a form provided by Sanitary District No. 3. Applications must include all information necessary to fully explain the basis of the credit request, include an amount the customer asserts is an appropriate credit, and be accompanied by the appropriate application fee. The Commission shall, by resolution, set a fee for residential and nonresidential applications for credit. Application fees shall be set to reflect the cost to the Sanitary District of inspecting and verifying subject facility. Current application fees will be maintained with the Town Clerk.

E. The Director shall review a submitted application and recommend an action to the Commission within 90 days of receiving the application. The Commission must notify the applicant in writing of its decision within 30 days of receiving the Director's recommendation. The Commission's determination regarding credit applications is final.

F. In no event shall credit provided to an applicant exceed 85% of the charges levied on the property. The remaining 15% represents that portion of the charges attributed to administering the Sanitary District for the benefit of the entire community.

G. Sanitary District No. 3 reserves the right to inspect periodically all stormwater facilities for which a credit has been given to ascertain whether they are operating properly. If such a facility fails to operate properly, the Director shall issue an order to repair the facility. If the repairs are not completed within 60 days of the Director's order, the Director may issue an order eliminating or reducing credits to an appropriate level. Any such facility shall not be eligible to reapply for credit for a period of 24 months following any credit reduction or elimination ordered by the Director.

H. The issuance of any building permit or other action which changes or intensifies the existing land development or a nonresidential property shall be cause for an adjustment of the charges or credits on that property. It is the property owner's obligation to inform the Director in writing of any such changes. Failure to inform the Director within 60 days of the permit issuance or land development change may

result in an increase in charges on or the elimination or reduction of credit to the subject property by resolution of the Commission.