

MEETING	DATE	TIME	LOCATION
Joint Sanitary District	Tuesday, December 3, 2019	6:30 p.m.	Grand Chute Town Hall 1900 Grand Chute Blvd Board Room

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.** 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 – November 19, 2019

F. FINANCIAL REPORTS

1. Approval of Voucher List – December 3, 2019

G. RESOLUTION

1. Preliminary Resolution SD3-10-2019, declaring intent to exercise special assessment powers under Chapter 66, Police Powers, Wis. Stats., 2017-18 as amended for storm sewer installation on Woodman Drive (Westhill Boulevard to Bluemound Drive).

H. ADJOURNMENT

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**Public Notice:** Agendas are posted in the following locations: Town Hall bulletin boards & Town website [www.grandchute.net](http://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.

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JOINT REGULAR MEETING – SANITARY DISTRICT NO. 1, NO. 2, NO. 3 & EAST SIDE UTILITY DISTRICT – 1900 W. GRAND CHUTE BLVD., GRAND CHUTE, WI – NOVEMBER 19, 2019

CALL TO ORDER/ROLL CALL

Meeting called to order at 6:31 p.m. by Dave Schowalter, presiding officer.

PRESENT: Dave Schowalter, Jeff Nooyen, Eric Davidson, Travis Thyssen, Bruce Sherman, and Angie Cain, Town Clerk

STAFF: Jim March, Town Administrator; Tim Bantes, Fire Chief; Greg Peterson, Police Chief; Robert Buckingham, Community Development Director; Brent Braun; IT Director; Julie Wahlen, Finance Director; Katie Schwartz, Public Works Director; Karen Heyrman, Deputy Director of Public Works; Mike Patza, Town Planner; Mike Velie, Police Captain, Matt Kasriel, Assistant Fire Chief, several officers; Mick Magalski, McMahon Associates; Attorney Rossmeissl, Herrling Clark Law Offices

OTHERS: 5 signed attendance

PLEDGE OF ALLEGIANCE

President Schowalter led the Pledge of Allegiance.

APPROVAL OF AGENDA/ORDER OF THE DAY

**Motion (Nooyen/Davidson) to approve the agenda as printed. Motion carried.**

PUBLIC INPUT – There was no public input.

CONSENT AGENDA

Approve regular joint meeting minutes – November 5, 2019

Accept Monthly Report – October 2019

**Motion (Sherman/Nooyen) to approve the consent agenda. Motion carried.**

FINANCIAL REPORTS

Approval of Voucher Lists – November 19, 2019

San 1, 2, 3 & East Side – \$303,195.01 ACH – \$14,494.73

**Motion (Davidson/Thyssen) to approve the voucher list. Motion carried.**

NEW BUSINESS

Adoption of 2020 Annual Budgets for Sanitary Districts No. 1, No. 2, No. 3, and East Side Utility.

**Motion (Sherman/Thyssen) to adopt. Motion carried.**

RESOLUTIONS

SD1-02-2019 Sanitary District No. 1 adopting the local mil rate for 2019 of 0.266828 per \$1,000 assessed valuation.

**Motion (Nooyen/Davidson) to adopt SD1-02-2019 via Roll Call Vote: Nooyen – aye, Thyssen – aye, Sherman – aye, Davidson – aye, Schowalter - aye. Motion carried.**

JOINT REGULAR MEETING – SANITARY DISTRICT NO. 1, NO. 2, NO. 3 & EAST SIDE UTILITY DISTRICT – 1900 W. GRAND CHUTE BLVD., GRAND CHUTE, WI – NOVEMBER 19, 2019

ESD-01-2019 East Side Utility District adopting the local mil rate for 2019 of 1.062638 per \$1,000 assessed valuation.

**Motion (Sherman/Davidson) to adopt ESD-01-2019 via Roll Call Vote: Nooyen – aye, Thyssen – aye, Sherman – aye, Davidson – aye, Schowalter - aye. Motion carried.**

ADJOURNMENT

**Motion (Sherman/Davidson) to adjourn. Motion carried.**

Meeting adjourned 6:34 p.m.

These minutes were taken at a regular meeting held on November 19, 2019 and entered in this record book, November 20, 2019 by:

*Angie Cain*

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Angie Cain, Town Clerk  
Joint Sanitary District No. 1, No. 2, No. 3 & East Side Utility District  
**Initial Draft**

Check Number	Check Issue Date	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
94811	12/03/2019	MCPAHON	0916351	STORMWATER ANALYSIS GRANDE MARKET DRIV	63-03-82000-210	4,742.95
94811	12/03/2019	MCPAHON	0916352	WETLAND WATER BAL 1ST ADD TO WHISPERING	63-03-82000-210	243.40
Total 94811:						22,403.67
94818	12/03/2019	SHERWIN INDUSTRIES INC	SS082356	RENTAL OF POLY PATCHER MACHINE	62-02-83100-390	4,800.00
Total 94818:						4,800.00
94820	12/03/2019	SYSTEMS TECHNOLOGIES	738061	CAMERAS & DOOR ACCESS FOR TH	63-03-82000-290	707.43
94820	12/03/2019	SYSTEMS TECHNOLOGIES	738061	CAMERAS & DOOR ACCESS FOR TH	62-02-85100-290	707.43
94820	12/03/2019	SYSTEMS TECHNOLOGIES	738061	CAMERAS & DOOR ACCESS FOR TH	61-01-92300-290	707.43
Total 94820:						2,122.29
94821	12/03/2019	TRIUMPH	23530	WIRE NEW GENERATOR AT VICTORY LANE LIFT S	62-02-83200-390	345.00
Total 94821:						345.00
94824	12/03/2019	VALLEY SCREENPRINT INC	219611	SAFETY YELLOW T-SHIRTS/SWEATSHIRTS	62-02-82700-291	538.58
94824	12/03/2019	VALLEY SCREENPRINT INC	219611	SAFETY YELLOW T-SHIRTS/SWEATSHIRTS	61-01-66500-291	1,211.81
94824	12/03/2019	VALLEY SCREENPRINT INC	219646	SAFETY JACKET GRAND CHUTE LOGO	61-01-66500-291	26.85
94824	12/03/2019	VALLEY SCREENPRINT INC	219646	SAFETY JACKET GRAND CHUTE LOGO	62-02-82700-291	26.85
Total 94824:						1,804.09
Grand Totals:						86,646.91

Dave Schowalter, President: \_\_\_\_\_

Jeff Nooyen, Commissioner: \_\_\_\_\_

Travis Thyssen, Commissioner: \_\_\_\_\_

Bruce Sherman, Commissioner: \_\_\_\_\_

Eric Davidson, Commissioner: \_\_\_\_\_

Angie Cain, Secretary: \_\_\_\_\_

Julie M. Wahlen, Treasurer: \_\_\_\_\_

Check Number	Check Issue Date	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
94785	11/21/2019	WE ENERGIES	0475-274-330-	ELECTRIC BOOSTER STATIONS	61-01-62300-344	4,117.97
94785	11/21/2019	WE ENERGIES	0475-274-330-	GAS SVCS FOR BOOSTER STATIONS	61-01-62600-344	52.02
94785	11/21/2019	WE ENERGIES	0475-274-330-	GAS/ELECTRIC WATER TOWERS	61-01-67200-349	186.75
94785	11/21/2019	WE ENERGIES	0475-274-330-	GAS/ELECTRIC LIFT STATIONS	62-02-82100-220	1,895.13
94785	11/21/2019	WE ENERGIES	0475-274-330-	GAS/ELECTRIC STORMWATER PONDS	63-03-82000-220	1,789.91
Total 94785:						8,041.78
94788	12/03/2019	ADVANCE CONSTRUCTION	2016-14-13	PAY REQ 13-CASALOMA DRIVE URBANIZATION	61-00-10700	5,134.11
94788	12/03/2019	ADVANCE CONSTRUCTION	2016-14-13	PAY REQ 13-CASALOMA DRIVE URBANIZATION	62-00-10700	813.25-
94788	12/03/2019	ADVANCE CONSTRUCTION	2016-14-13	PAY REQ 13-CASALOMA DRIVE URBANIZATION	63-00-10700	29,594.32
94788	12/03/2019	ADVANCE CONSTRUCTION	2016-14-13	PAY REQ 13 CASALOMA DR VICTORY LANE R-A-B	61-00-10700	185.00
94788	12/03/2019	ADVANCE CONSTRUCTION	2016-14-13	PAY REQ 13 CASALOMA DR VICTORY LANE R-A-B	63-00-10700	13,235.22-
94788	12/03/2019	ADVANCE CONSTRUCTION	2016-14-13	PAY REQ 13 AMBERWOOD STORM	63-00-10700	12,686.73
94788	12/03/2019	ADVANCE CONSTRUCTION	2016-14-13	PAY REQ 13 BENTWOOD ESTATES PONDS	63-00-10700	4,321.69
Total 94788:						37,873.38
94790	12/03/2019	AMERICAN CONSERVATION &	10394	AQUAHAWK	62-02-85100-290	468.75
94790	12/03/2019	AMERICAN CONSERVATION &	10394	AQUAHAWK	61-01-92300-290	468.75
Total 94790:						937.50
94796	12/03/2019	FAITH TECHNOLOGIES INC	704125	BLOCK HRS FOR DATA CABLES; ACCESS CABLES;	61-01-92300-290	2,500.00
94796	12/03/2019	FAITH TECHNOLOGIES INC	704125	BLOCK HRS FOR DATA CABLES; ACCESS CABLES;	62-02-85100-290	2,500.00
94796	12/03/2019	FAITH TECHNOLOGIES INC	704125	BLOCK HRS FOR DATA CABLES; ACCESS CABLES;	63-03-82000-290	2,500.00
Total 94796:						7,500.00
94804	12/03/2019	KONNECT	697	YEARLY WEB HOSTING	63-03-82000-290	160.00
94804	12/03/2019	KONNECT	697	YEARLY WEB HOSTING	62-02-85100-290	160.00
94804	12/03/2019	KONNECT	697	YEARLY WEB HOSTING	61-01-92300-290	160.00
Total 94804:						480.00
94806	12/03/2019	LAKE AND POND SOLUTIONS	35373	REMOVE FOUNTAIN PUMP FOR WINTER IN FORES	63-03-82000-360	248.00
Total 94806:						248.00
94809	12/03/2019	MARCO INC NW7128	INV7011734	MONTHLY PLOTTER BILL	63-03-82000-290	30.40
94809	12/03/2019	MARCO INC NW7128	INV7011734	MONTHLY PLOTTER BILL	62-02-85100-290	30.40
94809	12/03/2019	MARCO INC NW7128	INV7011734	MONTHLY PLOTTER BILL	61-01-92300-290	30.40
Total 94809:						91.20
94811	12/03/2019	MCMAHON	0916310	DESIGN WHISPERING GROVES 1ST ADDITION	63-03-82000-210	66.80
94811	12/03/2019	MCMAHON	0916316	ADMIN & STAKING ELSNER RD SANITARY SEWER	62-00-10700	469.60
94811	12/03/2019	MCMAHON	0916317	PLEASANTVIEW CT SANITARY SEWER INVESTIGA	62-02-85203-210	200.40
94811	12/03/2019	MCMAHON	0916322	CONSTR ADMIN APPLE CREEK RD BOX CULVERT	63-00-10700	215.60
94811	12/03/2019	MCMAHON	0916324	GILLETT ST (ELSNER-EDGEWOOD) DRAINAGE ST	63-00-10700	1,469.60
94811	12/03/2019	MCMAHON	0916328	DESIGN CASALOMA DR S BRIDGE REPLACEMENT	63-00-10700	3,322.50
94811	12/03/2019	MCMAHON	0916329	DESIGN CASALOMA DR N BRIDGE REPLACEMENT	63-00-10700	1,677.70
94811	12/03/2019	MCMAHON	0916333	ADMIN/STAKING ELSNER RD WATERMAIN	61-00-10700	687.40
94811	12/03/2019	MCMAHON	0916334	CONST ADMIN/ONSITE REP BLUEMOUND/LILAS/8T	61-00-10700	3,025.23
94811	12/03/2019	MCMAHON	0916335	DESIGN SVCS FOR 2020 WATERMAIN PROJECTS	61-00-10700	5,198.24
94811	12/03/2019	MCMAHON	0916350	CONSTRUCTION-MISTY POND	63-00-10700	1,084.25

Check Issue Date	Payee	Invoice Number	Description	Invoice GL Acct	Check Amount
<b>62</b>					
11/20/2019	CITY OF APPLETON	112019	ONEIDA PARK SEWER	62-02-82600-290	735,192.41
Total 191120002:					735,192.41
Total 62:					735,192.41
Grand Totals:					735,192.41

Angie Cain, Secretary: Angie Cain

Date: 11/25/19



**AGENDA REQUEST**  
**12/3/2019**

TOPIC: Preliminary Resolution SD3-10-2019, declaring intent to exercise special assessment powers under Chapter 66, Police Powers, Wis. Stats., 2017-18 as amended for storm sewer installation on Woodman Drive (Westhill Boulevard to Bluemound Drive).

<input type="checkbox"/> New Business <input type="checkbox"/> Unfinished Business <input type="checkbox"/> Reports <input type="checkbox"/> Closed Session <input checked="" type="checkbox"/> Ordinance/Resolution	Meeting: Sanitary District 3
Department Reporting: Public Works	Submitted By: Katie Schwartz, P.E., Director, P.W.

**ISSUE:** Shall the Sanitary Commission approve Preliminary Resolution SD3-10-2019, declaring intent to exercise special assessment powers under Chapter 66, Police Powers, Wis. Stats., 2017-18 as amended for storm sewer installation on Woodman Drive (Westhill Boulevard to Bluemound Drive).

**BACKGROUND/ANALYSIS:** W. Woodman Drive from N. Westhill Boulevard to S. Bluemound Drive currently consists of 30 feet of asphalt pavement with minimal shoulders. It was last surfaced in 1993 and the pavement has a 2019 PASER rating of 4 (fair). The quarter-mile section of road is scheduled for urbanization in 2020. The approved typical section includes an urban cross section 35-feet from back-of-curb to back-of-curb with 5-foot side concrete sidewalk on both sides of the street and corridor lighting. The typical section allows for on-street bike lanes. Coordination has taken place with Valley Transit and a new bus shelter with a turnout/bus bay will be incorporated at the intersection with Bluemound Court. Storm sewer will be installed to accommodate the 10-year storm and will primarily be treated by the Town owned pond on the north side of Woodman Drive. A public information meeting was held July 24, 2018. The special assessment methodology was discussed and approved at the 11/19/2019 Town Board meeting and was based on 50% front footage and 50% trip generation for the street assessment and front footage for the storm sewer assessment. The parcels along Bluemound Court are included in the street assessment but not the storm sewer assessment.

**RECOMMENDATION:** Staff recommends to approve Preliminary Resolution SD3-10-2019, declaring intent to exercise special assessment powers under Chapter 66, Police Powers, Wis. Stats., 2017-18 as amended for storm sewer installation on Woodman Drive (Westhill Boulevard to Bluemound Drive).

**FISCAL IMPACT:** CIP  
Construction costs will be developed and included as part of the 2020 CIP process. Expenses will be recorded in the CIP/SAN 3 fund and will be funded with future debt.

**ATTACHMENTS:**  
Attachment No. 1 - SD3-10-2019 and exhibit

TOWN OF GRAND CHUTE  
SANITARY DISTRICT NO. 3  
(OUTAGAMIE COUNTY, STATE OF WISCONSIN)  
RESOLUTION SD3-10-2019

WOODMAN DRIVE URBANIZATION  
(Westhill Boulevard to Bluemound Drive)

PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS UNDER CHAPTER 66, POLICE POWERS, WIS. STATS., 2017-18 AS AMENDED.

BE IT RESOLVED by the Commissioners of the Sanitary District No. 3, Outagamie County, Wisconsin as follows:

1. The Sanitary District Commission hereby declares its intention to exercise its powers under Section 66.0703(1)(b), Wis. Stats., 2017-18 as amended, to levy special assessments upon specifically benefitting property within the following described area and map as shown on Exhibit "A" for benefits conferred upon such property by improvement of the following:
  - I. Improvements
    - A. Storm Sewer Installation
  - II. Location of Improvement
    - A. Located in Section 29, T21N, R17E
2. The total amount assessed against such improvements shall not exceed the total cost of the improvements. The Sanitary District Commission determines that such improvements shall be made under the police power, and the amount assessed against each parcel shall be on a cost per front foot, area, or unit cost basis.
3. The assessments against any parcel may be paid in cash or in the number of installments as outlined in the Special Assessment Policy and according to the Final Resolution of the Sanitary District Commission.
4. The Sanitary District/Engineer is directed to prepare a Report consisting of:
  - A. Plans and specifications of said improvements
  - B. A summary of the entire cost of the proposed improvements
  - C. A schedule of proposed assessments showing the properties, which are benefited by the work or improvement

Upon completing such report, the Sanitary District Engineer is directed to file a copy thereof in the Town Clerk's Office for public inspection.

5. Upon receiving the report of the Sanitary District/Engineer, the Town Clerk is directed to give notice of a public hearing on such report as specified in Section 66.0703(7), Wisconsin Statutes. The hearing shall be held at the Grand Chute Town Hall at a time set by the Town Clerk in accordance with Section 66.0703(7), Wisconsin Statutes.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2019

SANITARY DISTRICT NO. 3

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By: David A. Schowalter  
President

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By: Angie Cain  
Secretary

## **EXHIBIT A**

### **ASSESSMENT DESCRIPTION**

Woodman Preliminary Resolution

McM. No. G0006-9-18-00499.10

All of Parcels 1, 2, 3, and 4 of Certified Survey Map 277, part of Lots 1 and 2 of Certified Survey Map 652, Lot 1 of Certified Survey Map 1598, Lot 1 and Outlot 1 of Certified Survey Map 6202, part of Lots 1 and 2 of Westhill East (Plat) and a part of the Southeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  and the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 29, T21N, R17E, Town of Grand Chute, Outagamie County, Wisconsin.

Commencing at the East  $\frac{1}{4}$  corner of said Section 29,

Thence South 139.74 feet to the extended South lot line of said Parcel 1 Certified Survey Map 277;

Thence West 33 feet to the Southeast corner of said parcel 1 and the Point of Beginning;

Thence West 254 feet along the South line of said Parcel 1;

Thence South 369.10 feet along an East line and its northerly extension of Parcel 1 and the east line of Parcel 2 of CSM 277 to the Southeast corner of Tax Parcel 101122002;

Thence West 231.35 feet along the South line of said Tax Parcel to the Southwest corner thereof;

Thence South 156.77 along the East line of Parcel 3 CSM 277 to the Southeast corner thereof;

Thence West 266.97 feet along the South line of said Parcel 3 to the Southwest corner thereof;

Thence North 422.61 feet along the West line of Parcels 3 and 4 of CSM 277 to the Southeast corner of Tax Parcel 101122104;

Thence West 488.17 feet along the south line of said tax parcel to the East right-of-way line of N. Westhill Boulevard;

Thence North 416 feet more or less to the North line of the South 13.72 feet of Lot 2 Westhill East (Plat) being the Northwest corner Tax Parcel 102326500;

Thence East 285.30 feet along said North line to the East line of Westhill East (Plat);

Thence North 296.32 feet more or less to the Northwest corner of Lot 1 Certified Survey Map 1598;

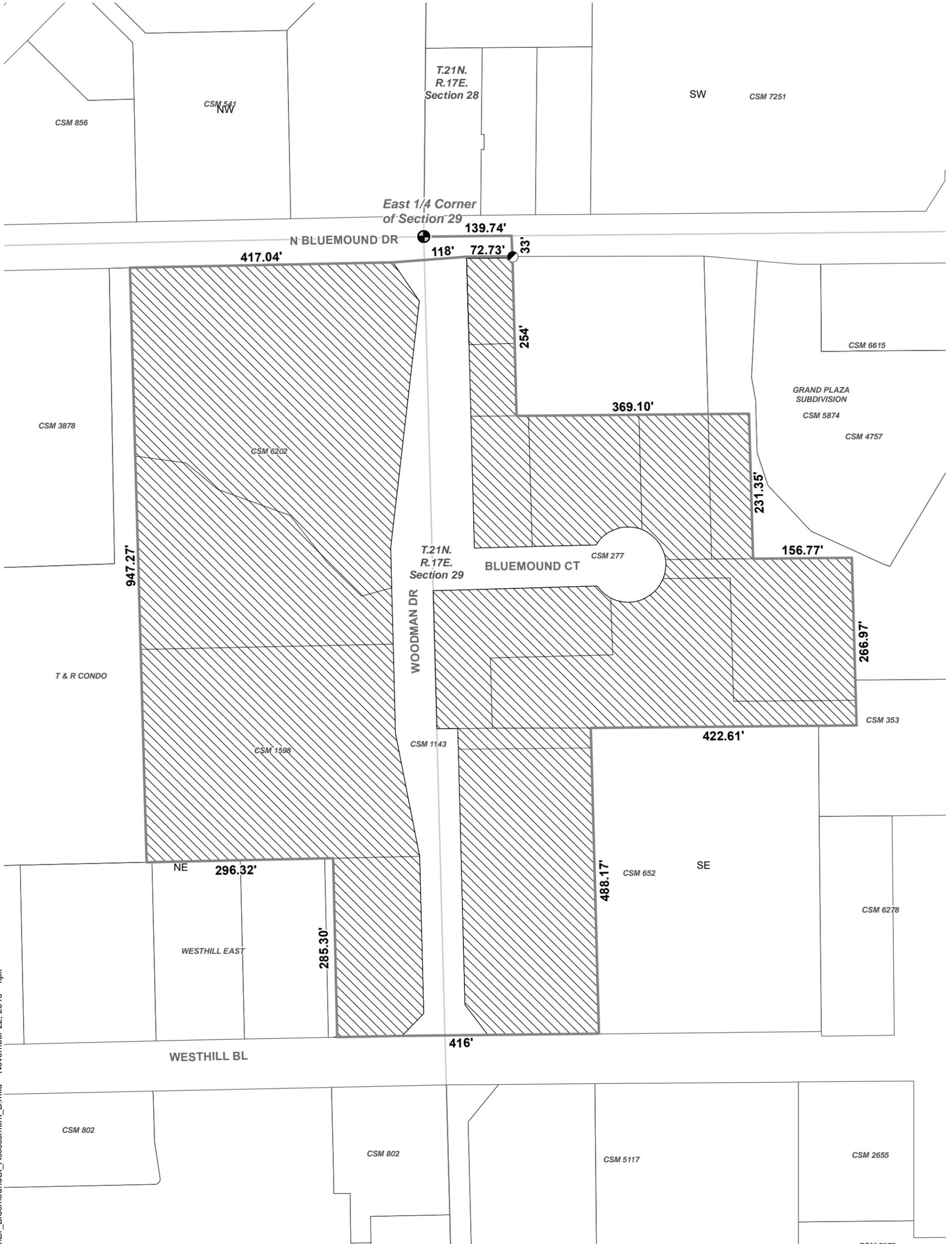
Thence East 947.27 feet along the North line of Lot 1 Certified Survey Map 1598, Outlot 1 and Lot 1 Certified Survey Map 6202 to the West line of N. Bluemound Drive;

Thence South 417.04 feet along said West line to a vision corner of Lot 1 Certified Survey Map 6202;

Thence South 118 feet more or less to the Northeast corner of Tax parcel 10121903;

Thence South 72.73 feet along the East line of N. Bluemound Drive to the Point of Beginning.

# EXHIBIT A



w:\PROJECTS\GIS\0006191800499\CADD\GIS\WoodmanDr\_BluemoundCt\_Assessment\_B.mxd November 22, 2019 kpk

### Mapped Features

-  Municipal Boundary
-  Parcel Line
-  Quarter Section Line
-  PLSS Corner
-  Point of Beginning
-  Assessment Area



Source: Outagamie County, 2019.

Disclaimer: The property lines, right-of-way lines, and other property information on this drawing were developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. 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.



**EXHIBIT A**  
**WOODMAN DRIVE AND**  
**BLUEMOUND COURT ASSESSMENTS**  
 TOWN OF GRAND CHUTE  
 OUTAGAMIE COUNTY, WISCONSIN