

**BUCHANAN STORMWATER UTILITY
MINUTES OF UTILITY COMMISSION MEETING
THURSDAY, MARCH 4, 2021 AT 7:00 P.M.
BUCHANAN TOWN HALL, N178 COUNTY RD N, APPLETON, WI 54915**

OPENING:

1. **CALL MEETING TO ORDER:** Meeting called to order by Commissioner President McAndrews at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Pledge recited.
3. **ROLL CALL & VERIFY PUBLIC NOTICE:** Public notice verified. Commission members present – McAndrews, Lawrence, Kavanaugh, Sprangers, and Reinke. Utility officials present – Utility Manager Mahoney, Utility Clerk Sieracki, and Utility Engineer Majkowski was present via telephone. Other members of the public were also in attendance.

PRESENTATIONS & PUBLIC FORUM:

4. **PUBLIC HEARINGS: NONE**
5. **PRESENTATIONS: NONE**
6. **PUBLIC COMMENT FORUM:**
 - Rich Hansen, W2520 Clover Downs Ct, Appleton stated that before living at the Clover Downs address he had lived on Block and Marion Rd. He has had drainage issues at both locations. He is concerned about the erosion of land on his property which could cause him to lose the trees and bushes in that area. He stated he was concerned that the neighborhood children could get hurt falling into the open area. He is very concerned and unsure what can be done to fix the problem. He believes the issue begins somewhere else and he cannot wait for the 2025 road projects to maybe fix the issue. Utility Commissioner McAndrews asked that Engineer Majkowski call Mr. Hansen and see what options are available.
 - John Sonnleitner, N254 Meadowbreeze Ct, Appleton stated that he has some concerns with Schmalz Landscaping trucking in snow. He was wondering why this was allowed. He is worried about the amount of snow, salt, and the volume of water that is taxing the drainages system.

UTILITY COMMISSION BUSINESS AGENDA:

7. **CONSENT AGENDA:**
 - a) Approval of the Minutes of the February 4, 2021 Buchanan Stormwater Utility Commission Meeting
 - b) Approval of February 1, 2021 to February 27, 2021 Approved Bills
 - c) Approval of Treasurer Statement of Income and Expenses

Motion by Reinke/Lawrence to approve the Consent Agenda as presented. Motion passed 5 to 0 by voice vote.

8. **ORDINANCES FOR INTRODUCTION: NONE**
9. **UNFINISHED BUSINESS FOR DISCUSSION & POSSIBLE ACTION: NONE**
10. **NEW BUSINESS FOR DISCUSSION & POSSIBLE ACTION:**
 - a) 2021 Road Projects Update – For Discussion Only
Engineer Majkowski stated that about 60% of the design work is done and the project is moving forward. A Public Information Meeting will be held at the end of March for the residents to attend either virtually or in-person.

A design meeting will be held on March 11, 2021 from 11:00 a.m. until noon. Board members are invited to attend. The Bid date will be mid to late April.

- b) WDNR Urban Nonpoint Grants updates:
 - i. CTH N Facility update – For Discussion Only
Engineer Majkowski stated that the preliminary design will begin soon with construction to begin in the summer of 2021, along with the Yard Waste Site construction. He has met with property owners and had been given the approval to do the topographical study. The field survey will start on March 8, 2021 and more meetings will be scheduled as needed.
 - ii. Schmalz Facility Design update – For Discussion Only
Engineer Majkowski stated that the design work will start in the second half of 2021, the bid in the winter of 2022, and construction in 2022. This will take longer because the land purchase needs to follow WDNR guidelines to secure. This also spreads out the funding within the budgets. The Letter of Authorization (LOA) will be provided at the April Stormwater Meeting.

11. CLOSED SESSION: NONE

CLOSING:

- 12. FUTURE AGENDA ITEMS** – *Next Utility Commission Meeting will be convened on April 1, 2021. Meeting agenda/discussion items and possible action on future Utility Commission agendas, including specific items for inclusion on or exclusion from a future agenda include 2021 Road Projects update, update on WDNR Urban Nonpoint Grants and information on Clover Downs erosion issue.*
- 13. ADJOURNMENT:** *Motion made to adjourn at 7:23 p.m. by Lawrence/Kavanaugh. Motion carried 4 to 0. Commissioner Sprangers not present for this motion.*

Other Future Meetings:

March 8, 2021 Plan Commission Meeting 7:00 p.m.
March 16, 2021 Town Board Meeting 7:00 p.m.
April 20, 2021 Annual Town Meeting 7:00 p.m.

Cynthia Sieracki, Utility Clerk
Drafted: March 6, 2021

Motion to Approve: Reinke/Lawrence Vote: 5/0 Dated: April 1, 2021