

**TOWN OF GREENVILLE  
SANITARY DISTRICT #2  
REGULAR MEETING AGENDA**

DATE: Monday, May 14, 2018

TIME: Immediately Following Sanitary District #1 Meeting

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

**Agenda**

**1. CALL TO ORDER**

**2. POSTING OF AGENDA/APPROVAL OF AGENDA**

**3. PUBLIC COMMENT FORUM**

*Members of the public are welcome to address the Sanitary District/Storm Water Utility. Individuals wishing to speak on an item (whether on the agenda or not) must sign in prior to the start of the meeting and may speak during the Public Comment Forum segment of the meeting. This segment is placed early in the agenda so the public may make their comments prior to any discussion or action by the 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 Town Board may suspend this rule if deemed necessary. Once the public input segment ends there will be no additional discussion from the audience. Note regarding non-agenda Town related matters: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters; however, they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.*

**4. 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.)*

- a. Approval of Regular Sanitary District #2 Meeting Minutes, April 9, 2018
- b. Approval of May 2018 Sanitary District #2 Vouchers.
- c. Routine Reports.
  - i. Stormwater Superintendent

**5. ITEMS REMOVED FROM CONSENT AGENDA(as necessary)**

**6. NEW BUSINESS**

**7. ADJOURNMENT**

Wendy Helgeson, Town Clerk

Dated/Posted: May 10, 2018

**TOWN OF GREENVILLE  
SANITARY DISTRICT #2  
REGULAR MEETING MINUTES**

DATE: Monday, April 9, 2018

TIME: Immediately Following Sanitary District #1 Meeting

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

**Agenda**

**1. CALL TO ORDER**

The meeting was called to order at 6:59 p.m.

PRESENT: Jack Anderson, Dean Culbertson, Andy Peters, Mark Strobel, Mike Woods

**2. POSTING OF AGENDA/APPROVAL OF AGENDA**

Motion by Jack Anderson, second by Mark Strobel to approve the agenda. Motion carried 5-0.

**3. PUBLIC COMMENT FORUM**

Motion by Jack Anderson, second by Dean Culbertson to close the public comment forum. Motion carried 5-0.

**4. 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.)*

- a. Approval of Regular Sanitary District #2 Meeting Minutes, March 12, 2018.
- b. Approval of April 2018 Sanitary District #2 Vouchers.
- c. Routine Reports.
  - i. Stormwater Superintendent

Motion by Dean Culbertson, second by Jack Anderson to approve the consent agenda. Motion carried 5-0.

**5. ITEMS REMOVED FROM CONSENT AGENDA(as necessary)**

**6. NEW BUSINESS**

- a. Discussion Possible Action: Agreement of Services with Precision Sealcoating for 2018 Street Sweeping.

Motion by Mark Strobel, second by Jack Anderson to approve a contract with Precision Sealcoating Inc. for 2018 street sweeping services in an amount not to exceed \$12,000. Motion carried 5-0.

**7. ADJOURNMENT**

Motion by Mark Strobel, second by Mike Woods to adjourn. Motion carried 5-0. Meeting adjourned at 7:03 p.m.

Wendy Helgeson, Town Clerk

Approved:

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>ARMS, INC.</b>				
4535	ARMS, INC.	0248704	paper shredding	7.98
Total ARMS, INC.:				7.98
<b>Bassett Mechanical</b>				
155	Bassett Mechanical	6032151C	maintenance contract	164.20
Total Bassett Mechanical:				164.20
<b>BMO Harris Bank N.A. - Payments</b>				
5203	BMO Harris Bank N.A. - Payment	TOWN STMT	acct# 5112 7700 0002 3400	328.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT	acct# 5112 7700 0002 3400	156.96
5203	BMO Harris Bank N.A. - Payment	TOWN STMT	acct# 5112 7700 0002 3400	35.37
Total BMO Harris Bank N.A. - Payments:				520.33
<b>Cedar Corporation</b>				
5707	Cedar Corporation	95778	advisory/consulting services	875.00
Total Cedar Corporation:				875.00
<b>Cenex Fleetcard</b>				
229	Cenex Fleetcard	155827	acct# 376676	282.73
229	Cenex Fleetcard	155827	acct# 376676	4,151.81
Total Cenex Fleetcard:				4,434.54
<b>Complete Office</b>				
204	Complete Office	300955	office supplies	1.42
204	Complete Office	300956	copy paper	4.40
204	Complete Office	302807	office supplies	.72
Total Complete Office:				6.54
<b>Geographic Information Services</b>				
4239	Geographic Information Services	GIS-6483	support block	625.00
Total Geographic Information Services:				625.00
<b>Graphic Finishing</b>				
399	Graphic Finishing	34759	Spring newsletter	562.30
Total Graphic Finishing:				562.30
<b>Marco</b>				
687	Marco	INV5134004	Copier W6895 Parkview	90.95
Total Marco:				90.95
<b>Mc Mahon Associates, Inc.</b>				
636	Mc Mahon Associates, Inc.	0903030	Jennerjohn Pond ecological svcs	1,949.33
636	Mc Mahon Associates, Inc.	0903297	Jennerjohn Pond ecological svcs	926.70
636	Mc Mahon Associates, Inc.	0903598	Jennerjohn Pond ecological svcs	817.04
Total Mc Mahon Associates, Inc.:				3,693.07

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>Office Technology Group</b>				
5238	Office Technology Group	209812	IT contract	144.00
5238	Office Technology Group	211143	IT managed services	144.00
Total Office Technology Group:				288.00
<b>Oshkosh Community YMCA</b>				
4297	Oshkosh Community YMCA	APR-18	Jennifer Tovar membership	19.00
4297	Oshkosh Community YMCA	MAY-18	Jennifer Tovar	19.00
Total Oshkosh Community YMCA:				38.00
<b>Proclean Janitorial Services,</b>				
764	Proclean Janitorial Services,	STMT APR201	Cleaning for Apr 2018	269.66
Total Proclean Janitorial Services,:				269.66
<b>Schenck SC</b>				
874	Schenck SC	SC10173798	audit 2017	1,003.00
Total Schenck SC:				1,003.00
<b>Seiler Instrument &amp; Mfg Co Inc</b>				
4635	Seiler Instrument & Mfg Co Inc	INV-364580	GPS Pathfinder sftwr update	85.00
Total Seiler Instrument & Mfg Co Inc:				85.00
<b>Time Warner Cable</b>				
1021	Time Warner Cable	5563 APR2018	10404-715640501	7.15
1021	Time Warner Cable	708075801041	10404-708075801	48.01
1021	Time Warner Cable	708130301041	10404-708130301	6.11
1021	Time Warner Cable	603810901042	10404-603810901	86.17
Total Time Warner Cable:				147.44
<b>Verizon Wireless</b>				
1108	Verizon Wireless	9804537705	acct#685970983-00001	90.69
Total Verizon Wireless:				90.69
<b>WE Energies</b>				
1135	WE Energies	GRP BILL APR	grp bill# 3871-142-632	144.81
1135	WE Energies	STORM WATE	strm wtr grp bill #5254-287-230	89.34
1135	WE Energies	STRMWTR AP	grp bill# 5254-287-230	76.33
Total WE Energies:				310.48
Grand Totals:				13,212.18

**MEETING:** Town Board  
**DATE:** May 14, 2018

**AGENDA ITEM #:** SD2 - 4ci  
**ACTION TYPE:** Approval/Denial



*"Town of Greenville"*

## AGENDA MEMORANDUM

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**To:** Honorable Town Chairperson and Town Supervisors  
**From:** Chris Pagels, Stormwater Superintendent  
**Date:** 5/8/2018  
**RE:** Stormwater Superintendent Report

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**ACTION TYPE:** All items discussion only.

**BACKGROUND & SUMMARY:** This report lists the items that were worked on or completed during the month of April:

1. GIS application developed and now using to keep track of lot grading, sump pump complaints, downspout discharges and other drainage related complaints.
2. Reviewed fee structure, making recommendation to supervisor with a change in format for new culvert permit application forms.
3. Crew had to hand dig a 200 foot long ditch through a snowdrift 2.5 feet deep in the Beacon Hills South Subdivision to prevent 3 homes from flooding.
4. Drainage related issues picked up substantially after melting of the 2.5 feet of snow and during each subsequent rainfall event.
5. I have been monitoring all known problem areas during the melt and rainstorms for performance of existing stormwater infrastructure to determine if a need exists for any additional measures in certain locations.
6. Road weight limits are off Commercial/New Subdivision proposals and Residential permit applications have picked up substantially.
7. DNR review "pre-application meeting" for Everglade watershed was postponed first from snowstorm/ice then the melt and now near continuous rainfall. Water levels need to recede.
8. Was able to amend the DNR stormwater permit at Lions Park to include the archery range berm project on both the State and County level at about \$2500-3000 in permit fee savings.
9. Crestview South Development is using my recommendation to install a first ever system wide mini-storm for sump pump water in a rural road subdivision. Looking to possibly amend ordinance to make this a requirement in certain situations. I'll hopefully have some language to give to Brian (PW Director) and Michael (CD Director) for review in the coming weeks.
10. Repaired damaged culverts and cleaned yards of roadside ditches of rock and debris from our ice ditching activities this past winter.
11. Reviewing Town Stormwater Specifications.
12. PW Utility is working cooperatively with surrounding landowners to minimize effects of exercising (pumping) the new Town well.

13. Inspection of stormwater BMP's (pond, bio filter or dry basin) was conducted for suspected devices in need of maintenance. Was performed during rain or melting to measure efficiency and or if any functional problems were present. Notices will be going out to non-compliant facilities.

**Action Items:**

1. **Pro-Build Pond:** Recently passed wetland legislation to take effect July 1<sup>st</sup>, 2018, may assist with development of this pond. Cedar Corp to be tasked with looking at this basin and the Town owned Country Meadows Regional Wet Pond as a whole.
2. **School Road/Westgreen Pond:** on-hold due to landowner concerns. Recent wetland legislation may offer landowner options.
3. **Pebble Ridge Retention Pond:** Working with residential property owner of new construction off Craftsman Court with his landscaping and possible Town stormwater easement if necessary.
4. **STH 15 Dry Pond:** No change. Again waiting for wetland legislation to take effect. There are state wetlands (isolated) on-site.
5. **Retention Ponds East of CTY CB:** In development with additional wetland screening to south to be conducted.
6. **Cooperative Agreement between USDA and Outagamie County:** I have yet to have a project go through this process yet. Once I do, I will report back to the board on my findings.
7. **DNR Permitting projects:** All had too high of water levels yet to see anything of significance.
8. **Community Park (Ballfields and Food Stand Area) drainage:** Met with Tony Nowak to discuss installation (recommended) of gutters on food stand building and regrading to create sump areas with surface drain inlets. Stormwater pipes would carry stormwater to a future re-constructed surface ditch.
9. **Rain Gardens on Fairwinds Drive:** Utility re-locates complete
10. **Lions Park Drainage Correction (western boundary):** To be completed by Town staff immediately after Catfish Races.
11. **Sports Complex Drainage Correction:** Cedar Corp is tasked with correcting a drainage issue as a result of past activities while obtaining proper DOT Highway ROW permit approvals. Stormwater will be looked at as a whole for the development of the park and the drainage issues of road overtopping of Julius/STH 96 area during the larger storms. Permits have been applied to DOT as part of the Town Well project.

**STAFF RECOMMENDATION:** N/A

**POLICY/PLAN REFERENCE(S):**

-Town of Greenville Municipal Code: Chapter 37-8 B (4) Responsibilities to the Town Board

**FISCAL IMPACT:** N/A

**Attachments:** N/A