



## SANITARY DISTRICT #2 REGULAR MEETING AGENDA

**DATE:** Monday, September 10, 2018  
**TIME:** Immediately Following Sanitary District #1 Meeting  
**LOCATION:** Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

### Agenda

#### 1. CALL TO ORDER

#### 2. ROLL CALL, VERIFY PUBLIC NOTICE & 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, August 13, 2018.
- b. Approval of September 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: September 6, 2018



## SANITARY DISTRICT #2 REGULAR MEETING MINUTES

**DATE:** Monday, August 13, 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 7:20 p.m.

#### 2. ROLL CALL, VERIFY PUBLIC NOTICE & APPROVAL OF AGENDA

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

ABSENT: Mark Strobel

Motion by Mike Woods, second by Dean Culbertson to approve the agenda. Motion carried 4-0.

#### 3. PUBLIC COMMENT FORUM

Motion by Jack Anderson, second by Mike Woods to close the public comment forum. Motion carried 4-0.

#### 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, July 9, 2018.
- b. Approval of August 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 4-0.

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

#### 6. NEW BUSINESS

- a. Discussion/Possible Action: Rain Garden Retrofits Project Awarding.  
 Motion by Dean Culbertson, second by Jack Anderson to approve awarding 2018 Street Rain Garden Retrofits Contract to Vinton and authorize Change Order #1 to remove Schedule A (Municipal Garage Rain Gardens) for \$391,710.91. Motion carried 4-0.

- b. Discussion/Possible Action: Crestview Second Phase Storm Sewer Pipe and Re-Install.

Ryan McClure, N972 Quarry Rim Road; the pipe runs through an easement on his property. Before he purchased the lot, it was made known to the previous PW Supervisor that there were elevation issues. He supports the project and would like to see the issue corrected.

Motion by Jack Anderson, second by Dean Culbertson to approve Crestview Second Phase Storm Sewer Pipe Reinstall as described for \$6,900. Motion carried 4-0.

- c. Discussion/Possible Action: Crestview Mini Storm Extension.

Motion by Mike Woods, second by Andy Peters to approve the installation of the Crestview South Mini-Storm Sewer Extension for a cost to the Utility of \$4,000. Motion carried 4-0.

7. **ADJOURNMENT**

Motion by Andy Peters, second by Jack Anderson to adjourn. Motion carried 4-0.  
Meeting adjourned at 7:34 p.m.

Wendy Helgeson, Town Clerk  
Approved:

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>Bassett Mechanical</b>				
155	Bassett Mechanical	6033362C	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 J	acct# 5112 7700 0002 3400	1,251.45
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	107.66
Total BMO Harris Bank N.A. - Payments:				1,359.11
<b>Cedar Corporation</b>				
5707	Cedar Corporation	96974	advisory/consulting svcs	125.00
Total Cedar Corporation:				125.00
<b>Cenex Fleetcard</b>				
229	Cenex Fleetcard	162174	acct# 376676	1,020.40
Total Cenex Fleetcard:				1,020.40
<b>Complete Office</b>				
204	Complete Office	876560	office supplies	9.60
204	Complete Office	876561	office supplies	3.12
204	Complete Office	877784	office supplies	16.25
204	Complete Office	879766	office supplies	3.31
204	Complete Office	883015	office supplies	18.29
204	Complete Office	883023	office supplies	2.16
204	Complete Office	883091	office supplies	.84
204	Complete Office	884055	office supplies	.64
204	Complete Office	887546	office supplies	4.34
204	Complete Office	888518	office supplies	1.28
Total Complete Office:				59.83
<b>Ferguson Waterworks</b>				
348	Ferguson Waterworks	0254383	stormwater supplies	176.00
Total Ferguson Waterworks:				176.00
<b>Jennifer Tovar</b>				
493	Jennifer Tovar	DENTAL REIM	dental	720.00
Total Jennifer Tovar:				720.00
<b>Marco</b>				
687	Marco	INV5546893	town hall copies	11.86
Total Marco:				11.86
<b>Office Technology Group</b>				
5238	Office Technology Group	215260	managed services bundle	146.80
Total Office Technology Group:				146.80
<b>Oshkosh Community YMCA</b>				
4297	Oshkosh Community YMCA	SEP-18	Jennifer Tovar membership	19.00

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total Oshkosh Community YMCA:				19.00
<b>Precision Sealcoating Inc.</b>				
760	Precision Sealcoating Inc.	01139	street sweeping	2,310.00
Total Precision Sealcoating Inc.:				2,310.00
<b>Proclean Janitorial Services,</b>				
764	Proclean Janitorial Services,	STMT AUG201	Cleaning for Aug 2018	156.64
Total Proclean Janitorial Services,:				156.64
<b>Suburban Electric</b>				
963	Suburban Electric	133954	annual monitoring fee	30.00
Total Suburban Electric:				30.00
<b>Time Warner Cable</b>				
1021	Time Warner Cable	708075801081	10404-708075801	47.74
1021	Time Warner Cable	708130301081	10404-708130301	6.01
1021	Time Warner Cable	715640501080	10404-715640501	7.14
1021	Time Warner Cable	603810901082	10404-603810901	86.17
Total Time Warner Cable:				147.06
<b>Verizon Wireless</b>				
1108	Verizon Wireless	9811949856	acct#685970983-00001	47.81
1108	Verizon Wireless	9811949857	acct#685970983-00002	19.15
Total Verizon Wireless:				66.96
<b>WE Energies</b>				
1135	WE Energies	3871142632 A	tw n grp bill# 3871-142-632	64.67
Total WE Energies:				64.67
Grand Totals:				6,577.53

**MEETING:** Town Board

**AGENDA ITEM #:** SD2 - 4ci

**DATE:** September 10, 2018

**ACTION TYPE:** Discussion Only



*"Town of Greenville"*

## AGENDA MEMORANDUM

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**To:** Honorable Town Chairperson and Town Supervisors  
**From:** Chris Pagels, Stormwater Superintendent  
**Date:** 9-10-18  
**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 June:

1. STH 15 & 76 Dredging project. **Obtained DNR Permit Approval.** Will need to wait for County availability and perform work during low flow conditions.
2. Rain Garden Grant Pre-Construction meeting set for September 10-11<sup>th</sup>.
3. Putting together Town Rain Garden construction project. Once weather and schedules allow, construction will begin.
4. Working on securing additional grant money that became available from the DNR for the Rain Garden Project.
5. Worked to complete 2019 Stormwater Operational budget.
6. Crestview South mini storm extension and drainage correction proposal agreement with resident co-share put together.
7. Small residential ditching projects throughout Town to remove accumulated cattail buildup.
8. Recent storms contributed to additional calls for service including sandbags for localized flooding. These storms have also given valuable real time information on project areas completed in the recent past and on future planned projects. I'm going to put together a small brief snapshot of the work the Utility has done in flood prone areas and what those *same areas look like now.* I'll have this ready for the November or December meeting.
9. Issued orders enforce Erosion/Stormwater Controls at the corner of STH 96/CTH CB & Hillview Road and STH 15. DNR and Town are both involved with compliance issues. Citations will be issued for non-compliance to orders.
10. Reviewed and commented on multiple commercial/development proposals from Community Development. Permitted multiple commercial and residential properties for stormwater and erosion control.
11. Stop Work Order issued for Erosion/drainage violations for parcel#110114800 West Spencer Road. Updated: **Erosion Permit for work already performed is issued. See Michael Brown, Town Community and Economic Development Director for additional information regarding future zoning and permitting.**

12. Orders issued for N1399 Winds End Lane to relocate sump pump from side yard to rear yard swale or front street roadside ditch. Property staked by Town to provide elevations to conform to.
13. Orders issued for W7089 Rockdale Lane to restore swale on side yard lot line and install additional erosion control until yard is fully established.
14. Lions Park storm pipe that was not needed or used was properly abandoned and noted on GIS.
15. After discussions with residents at W7084 Rockdale. The Utility is looking into the idea of a merged Stormwater Easement between Green Ridge Terrace and Fox Highlands west of Rockdale Lane. Internal staff discussions have occurred. Additional GPS elevation information is needed before moving to a proposal to the Board.
16. Stormwater Ponds were treated for excessive algae growth.

**Action Items:**

1. **School Road/Westgreen Pond:** Property listed for sale. This site will be re-visited for a possible flood control/water quality treatment facility.
2. **Pebble Ridge Retention Pond:** In preliminary design.
3. **STH 15 Dry Pond:** in preliminary design, renewed discussions with DNR over Act 183
4. **Retention Ponds East of CTY CB:** In development with additional discussions occurring over the next few weeks for possible off-site storm water treatment. Board will be presented information after proposal is given.
5. **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.
6. **DNR Permitting projects:** See STH 76 drainage mentioned in this document.
7. **Community Park (Ballfields and Food Stand Area) drainage:** This area will have to wait until after the baseball season is over for any corrective action to occur. An engineered site plan will be developed looking at all existing infrastructure. With additions to our Town technical staff and needed equipment, town staff could develop this in house and provide a recommendation to the Parks Department. This project is separate but also a companion project to all the drainage issues Stormwater Utility is working on through DNR/County permitting process.
8. **Rain Gardens on Fairwinds Drive:** Pre-Con September 10-12<sup>th</sup>. Brian Rickert will give update at Board Meeting.
9. **Lions Park Drainage Correction (western boundary):** To be completed by Town staff immediately after Catfish Races and when site conditions allow
10. **Sports Complex Drainage Correction:** DOT has questions and would like Park Master Plan with the amount of storm water coming to STH 96 roadside ditch.
11. **Season Fields Subdivision mini storm:** In development. Preliminary plans to be presented to board for discussion at a later date.
12. **Country Meadows Pond & Pro-Build Dry Basin (pond west of Post Office on Everglade):** In preliminary design.

**STAFF RECOMMENDATION:** N/A

**POLICY/PLAN REFERENCE(S)**: Town of Greenville Municipal Code: Chapter 37-8B(4) Responsibilities to the Town Board.

**FISCAL IMPACT**: N/A

**Attachments**: N/A