

Algoma Sanitary District #1
Regular Monthly Meeting

Commissioner Earl Lawrence with Commissioner Bob Nadolske present called the regular monthly meeting for January 13 to order at 6:00 p.m. Alexander Irvine was excused. Also present were Kevin Mraz, Ray Edelstein, Joel Edson, Rose Mraz, Sara Kettlewell, Gail Hediger, and Dave Wagner.

Bob made a motion to approve the minutes of the regular meeting for December 09/second Earl/carried unanimously.

Bob made a motion to approve the cash receipts and investments report for water and sanitary for December as submitted/second-Earl /carried unanimously.

Bob made a motion to approve the pending bills for sanitary and water for January/second Earl/carried unanimously.

Correspondence:

Julie Debush from Dot. Brooks Lane, the District received the videotape of mains. Couple things on sewer line needs to be repaired. Video sent to Strand to develop a work plan to bid out. List of Standards are out and should be listed in dealing with the State. State can pay what the bids come back as. Also on videotape, just beyond the manhole, a lateral with a 4-5 gallon/minute leak. This will be fixed using the lateral packer method. The State will fit all this into their schedule when shutting down the intersection for road construction. Dot will put the work plans in their bid specification.

Valve vaults. PTS Response. All letter writing is done. Kevin will have Truesdale repair Brooks Lane at \$5750.00 and also have them write up the reasons why it failed. Ongoing discussion.

Public forum:

From New Business 1) b. Gail Hedgier - 3017 Holly Court. Gail said she took ownership of land July 2 and her Mortgage Company was to include the water assessment in their loan. Gail said she received her tax bill and found the assessment on it. She sent a letter to the district requesting not to pay interest, as she did not know about the November 1st deadline for no interest to incur. Gail wants to pay the \$7870.00 in full with no interest. After discussing this, **Bob made a motion to waive interest payment on 3017 Holly Court as the total assessment is being paid for the property and stated that the current owner did not receive notification until December that the assessment was to be paid by November/second Earl/carried unanimously.** Gail will get the check to the district next week and then Rose will send the Town a check to clear the assessment on her tax bill.

Old Business:

Status of Construction:

- Well # 2 – the sample results are in. Low trace of arsenic, below their detection level, less than 1.2 ppb. Iron of .85. Hardness is 310. Fluoride is .55. Uranium is 4.3. Radon is 200. Kevin said there is a touch of Radium 226 & Radium 228 Kevin said he was going to have another test done to be sure what the level is. Kevin said the district installed filters that could remove Radium. The district needs to be below 5 PCI/L combined. Kevin said there are two techniques to use, one is Green Sand in the filter which adheres the radium to the sand, and when backwashing it never comes out but stays with the sand. In the future when the sand needs to be removed, this could be considered radioactive waste and could need special procedures. The other method is a manganese oxide removal. Radium adheres to Manganese that's added to the water. It gets stuck in the sand filter & flushes out into the pit and is slowly pumped into the sewer system and is not radioactive. It removes 90% plus, putting us with a minimal percentage that would be untraceable. Kevin said he prefers this method.
- Well # 2 facility – The contractor is looking at starting to dig second week in February.
- Valve vaults – covered in correspondence.

Supplemental agreement with Town of Omro Water Utility:

- Ray updated the supplemental agreement and added in software license agreement and updated the dispute resolution to reflect changes. The district will charge for mileage at the IRS rate, which is currently \$.41.5 per mile. The

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agreement will be identified as Administrative services agreement to the intergovernmental agreement. The wording for inspection services changed to may provide inspection services with a 24-hour notice. Termination of services: changed to reflect a 1 year notice of intent to terminate administrative services. All 'Town of Omro' changed to 'Town of Omro Sanitary District'. Cost of services: added line item for materials to be at cost. **Bob made a motion to approve administrative agreement supplement to the intergovernmental agreement for the provision of water between the Town of Algoma Sanitary District #1 and the Town of Omro Sanitary District with changes indicated and authorized Kevin to move forward with any further changes that need to be made to it, authorizing Kevin, the Utility Director, to sign on behalf of the District. -Second/Earl/carried unanimously.**

Phase II Water main Routes:

- Country Meadow court has 70% participation, but to get there the district needs to go through Spring Valley that has only 62%. It costs \$10,000.00 to design that area and the commissioners decided to hold off on the design until after the public information meeting to see if more people will participate. If not, then drop from phase II.
- Crestwood, Highland Shores at 79%.
- Scarlet Oak all responded to participate.
- Westmoor, going past 9 parcels that have not responded.
- Water service to Town Hall. Will discuss water to the Town Hall and Fire Dept at Water Advisory meeting. Kevin is thinking of ways to save money for the Town and will discuss with storing our generator in exchange for water service. Kevin will check with the District's insurance to be sure the generator will be covered under insurance if its stored elsewhere.
- Rest of the areas percentages for running mains exceed 70% goal.

Job Descriptions:

- Earl said he read something today which made him think that Kevin's position could be summarized as: to protect, service and enhance the assets of the district. **Bob made a motion to adopt Town of Algoma Sanitary District Commissioner's Compensation Guideline and Job Descriptions as written/second Earl/carried unanimously.** Alex submitted in writing, as he was unable to attend the meeting that he was in favor of this also.

New Business:

Phase I Resident Water Assessments:

- 3017 Holly Court - covered under Public Forum.
- 73 Wyldeberry Lane – Greg Williams. He told Rose that he never received any mailings in regards to the water assessment. This was tabled, as the commissioners cannot take action until they receive a formal letter stating his dilemma.
- 2112 Carlton Road – empty lot. The district received copy of deed stating it's given for the sole purpose of restriction; there shall be no fill or construction of any type on this lot for a minimum of 18 years or until the year 2000. After the year 2000 approval would have to be granted by the Town Board and Winnebago County Planning and Zoning Department. Ms. Nack said they only signed the petition for the house they live in and Kevin said there was no service valve installed there, but the pipe is in front of the property. They wanted the assessment taken off this lot, as it is not buildable. Ray will research legal issues to resolve this. The commissioners tabled this for now and will hold a special meeting on 1/26 at 5:30 p.m. Rose will call them that they need to be here to discuss this further.
- 60 Overland Trail – Keith & Linda Rhode – Tabled as no additional information received, no action taken.

Wyldewood West – Increase to assessments –

Rose said that Ron had offers on 11 lots prior to December 31 at the previous rate. He's asking to waive the increase in cost on these lots. Ron told Rose he was not aware that these would go up due to the cost of money. There was not enough information available so the commissioners tabled this until the next meeting.

Truck purchase specifications –

Kevin said he is looking at a ¾ heavy duty or 1 ton. Kevin said the district has Projects that require heavy-duty truck & lift gate to carry gravel fill, carry concrete risers, hauling valves, etc. Dump box is for projects in the road. Light duty is meter reading; lab work at well house, recordings at lift stations, etc. Kevin said the on-call operator would take one vehicle home to solve the parking situation. Original budget was for \$14,000.00. Kevin will bring information back showing where the difference will come from in the budget. Kevin can get bids on it at this time.

Advertise for Water/Wastewater operator position –

Commissioners have no issues and are looking at to set up interviews in late February.

Update on Priority rank score for SDWL - 2006 –

DNR should have everyone's scores out soon. We turned in 195 points. Last time we had about 310 points, due to being a new system. We have map showing arsenic levels in areas for Phase II.

Set Date for District meeting after Phase II informational meeting to take action on routes and start assessment process –

Discussed in agenda item below.

Ehlers financial workshop to determine dates required for special assessments –

Dave attended the meeting to discuss the timeline needed for financing between now and April as the district needs to close on the last SDWL 2005. Dave said he requested updated financial plan from DNR & Strand. The new SDWL loan; application needs to be filed by 4/31. Dave is working with Strand on this.

- Timeline for Special Assessment Proceedings:
 - 2/15/05 - Public Informational meeting.
 - 2/22/05 - Water Advisory Meeting.
 - 2/24/05 - Adopt Preliminary Resolution & Determination of Routes.
 - 3/01/05 – Kevin would like to have plans and specs ready to be bid out.
 - 3/04/05 - Publish notice of public hearing & mail notice to interested parties.
 - 3/22 & 3/24/05 – Conduct public hearing(s). Continuing from 3/22 to 3/24. Do not split between North & South, but it makes two smaller groups, and makes the meetings more assessable to the public.
 - 4/04/05 – Open bids.
 - 4/07/05 – Adopt Final Resolution. Also the regular monthly meeting changed to this date.
 - 4/15/05 – Publish / mail Final Resolution AND Publish Installment Assessment Notice.
 - 4/15/05 – Submit loan application with figures from bids
 - 6/03/05 – Start date for construction.

Letters to go out 1st class with an additional note that if you are not the property owner, to please return to the District and tell us who is. The district will also send a courtesy letter to Realtors with map, addresses and resolution.

Water service to Fire Department -

Covered under Old Business, Phase II Water main routes

Bob made a motion to adjourn/second-Earl/carried unanimously.

Respectfully submitted,

Rose Mraz, Office Manager

Approved: _____
Earl Lawrence, Commissioner