

**Algoma Sanitary District #1**  
**Minutes – October 11, 2006 - 6:00 p.m.**  
**1220 Oakwood Circle**

- 1) Commission President Earl Lawrence, with Commissioner Michael Gelhar present called the regular monthly meeting of the Algoma Sanitary District #1 for October 11, 2006 to order at 6:00 p.m. Also present were Kevin Mraz, Ray Edelstein, Joel Edson, Rose Mraz, Rob Wallace, Debbie & Kent Sorrenson, and Marilyn Griffin.
  - a) Earl noted the use of a tape recorder for the meeting to assist in minutes. No one else is taping the meeting.
  - b) **Mike made a motion to approve the minutes of the regular monthly meeting for September/second-Earl/carried unanimously.**
  - c) **Mike made a motion to approve the cash receipts and investments report for water and sanitary for September/second-Earl/carried unanimously.**
  - d) **Mike made a motion to approve the pending bills for October/second-Earl/carried unanimously.**
- 2) Director's Report
  - a) There's a concern on Leila Mae where the contractor was on private property to bore a service in. There was no apparent damage and no communication afterwards from the homeowner with any follow-up concerns. There's equipment in the ditches but that is in the right of way.
  - b) Compliments were received for the field engineer. Residents on Bison Point and Oak Park said he is doing a terrific job.
  - c) Kevin is in the process of doing a cathode protection pilot program on Leila Mae & Beechnut. It's 2200' long and will have 10 sacrificial anodes, spaced about 200' apart. Every section of pipe will be 100 feet from the anode. The pipe will fluctuate in and out of the water table. The anodes get attached to copper bonding strips. The cost is \$1,900.00 for the study. Ray asked what this does and Kevin said that the theory is to protect pipe over a long term. This is a 20 plus year study and you check for breaks. Earl and Mike were for the study.
  - d) The preconstruction meeting for the Washburn sewer is Friday with the City of Oshkosh.
- 3) Public Forum – Only the individuals mentioned above are present and will discuss during specific agenda items.
- 4) Report from Committees
  - a) There was one member of the Water Advisory committee at the meeting.
  - b) Earl told Joel that the District brought up buying land for buildings or a park with the Town, but no one from the Town board or Council Town Planning was present.
- 5) Old Business
  - a) Hunter's Court 1<sup>st</sup> addition Sewer & Water Developer's Agreement.
    - i) No agreement signed.
  - b) City of Oshkosh Washburn sewer and water relocation update.
    - i) See New Business 6c.
  - c) Debbie Sorrensen's request for water service.
    - i) Debbie said that Kevin told her she is to be on the agenda to get her questions answered as Kevin said he needs the Commissioners' direction for projects. Debbie said she still wants water; however, her neighbor decided not to grant an easement due to the possibility of their yard being torn apart due to a water leak in the future.
    - ii) Debbie asked if the Commissioners would overlook the 70% to bring water to those requesting water due to health concerns.
      - (1) Earl said the District does not have results showing the area has water health concerns.
        - (a) Earl said he would allow a greater number of deferrals but when the room is full of people saying they don't want the water main there or the opportunity to defer so without extenuating evidence as far as health issues in hand showing a major health issue, Earl is not sure how he would go back and force the water down the road.
      - (2) Earl said the District told the Town at the start of the water system that this would be a voluntary system and that is where the 70% came in. The District tries to avoid going by homes not wanting or needing the water.
      - (3) There was discussion regarding possible ways to install water to the Sorrensen's.
        - (a) Earl said he is willing to get other accesses if they could find one; the District just is not able to get there. If Debbie could get an easement to her property, Earl would be willing to put the line in. Earl said they could bore services in. Her neighbors did not want to sign as the water line could break and then the property needs to be dug up. Earl said it is up to her to talk to her neighbors.
        - (b) Earl told Debbie he moved as his block didn't receive water service, so he understands where she is coming from.
        - (c) Debbie questioned going down drainage ditches and using that easement. She asked if the District would be prohibited. Kevin said the District would need an easement over the easement and some drainage easements do not allow anything in the area. Ray said it would say in the restrictions for the easement
      - (4) Debbie asked what would happen if they agree to pay for the road and Earl said that the road is only part of it as the homeowners would still have water assessments. Debbie asked what they can do for their house where they have iron bacteria that need chlorinating and are told not to chlorinate the well due to arsenic. She is frustrated that she cannot get water from the District and they also cannot treat their own water. Debbie said she called 2 companies today regarding RO systems.
        - (i) Canopy said they have actually pulled RO systems out as they were not working properly.
        - (ii) RO systems are not certified to take arsenic out.
        - (iii) Debbie said they had an RO system when they moved in and she took it out as the water tasted awful.
      - (5) Debbie said some properties may go up for sale and then the new owners may decide to have water which could increase the percentages. Debbie asked how many additional yes's are needed to go down their lane. Kevin said the general idea is the assessments pay for the extension. Kevin said there is a narrow parcel in question which may not receive an assessment, so there are 17 parcels so they need 11 to 12 willing to pay the water assessment.

- (a) Earl said if they have bad water samples and it need not be just arsenic, that there are other concerns to bring these in.
- (b) Debbie said they have a number of 50' lots on the road and asked if this helps cover the cost. There are some parcels much larger and Earl said that no one pays the entire cost as part does come out of the water rates. Earl said the District does not know an answer until the parcels say yes and then the District gets to the public sealed bid opening.
- (6) Earl said in other areas where the District went past homes, the homeowners were fine with deferring and were not completely against the water main. The District needs cooperation among the neighbors. Debbie wanted a copy of the District's ordinance showing the 70% and Earl said it's not in there. It would be in the Town's minutes where the District gave the guidelines. Earl said some areas are lower than 70% but the entire system maintains 70% for funding and needs to maintain this.
- (7) Mike asked Debbie if homeowners would change their minds if the road was paid for but Debbie doesn't believe it will. She believes the people are just plain against the water system. Kevin told Debbie he has a bid for \$3.10 per square foot and the road would be 18' across and 1,000' length for the area in question. This is just the length for the parcels interested. This would be approximately \$56,000.00. This is just ripping out and going over and does not include a gravel base. This extension has not been designed yet.
- (8) Kevin said the District needs to bond for funds for this area and may not receive bonding without enough homes paying for it.
- (9) The District would need a surveyor also to say exactly where the easement is and see how the road sits in the easement. The easement was granted in 1979.
- (10) Debbie questioned Waldwic and the easements. Kevin said at this point in time, the District does not have a correctly located signed easement.
- (11) Earl and Mike told Debbie it would be worth her effort to try and get an easement if possible.
- d) Algoma Sanitary District #1 Public Records Custodian.
  - i) Designate an alternate Public Records custodian.
    - (1) **Mike made a motion to appoint the Office Manager as the alternate Public Records Custodian/second-Earl/carried unanimously.**
    - (2) **Mike made a motion for public records to be looked over between the hours of 8:00 to 11:30 and 12:30 to 4:30 on Tuesdays through Fridays/second-Earl/carried unanimously.**
- 6) New Business
  - a) Budget for 2007.
    - i) Earl asked Joel if he had any comments on the proposed budget for 2007. Joel said it was consistent with the amounts from the Budget Workshop. Mike did not have any questions on the budget. Rose said the tax levy was based on the same percentage as the previous year and that the budget incorporated the comments for the changes from the workshop.
    - ii) **Mike made a motion to approve the proposed budget for publication/second-Earl/carried unanimously.**
  - b) Sewer user fee for calendar year 2008.
    - i) Earl suggested reviewing the data later as Alex is not here. Kevin said his thoughts for this would be for the Commissioners to develop the parameters for the expenditures to be covered by the sewer user fee and what you want to be included in the fee. Then the District will project this out. Earl said to keep this on the agenda and he would like to review the fees for the other districts in East Central.
      - (1) Staff will look at all costs and expenditures for the sewer user fees and the increase amount to the City of Oshkosh next year and develop the numbers.
  - c) Washburn reimbursement from DOT.
    - i) All the costs have been finalized for the amount due from the DOT. Most of the project will be reimbursed at 100% except for some for mains.
  - d) Sewer Permit Increase
    - i) The Commissioners decided to increase sanitary permit fees to more closely match the cost of man hours. **Mike made a motion to increase the sanitary permit fee from \$40.00 to \$150.00 effective January 1, 2007/second-Earl/carried unanimously.**
      - (1) Staff will send out a letter to contractors.
  - e) Retained earnings to be dedicated for 2007 projects
    - i) Kevin wanted all projects documented so the residents know what's been proposed and planned. With the budget the way it is now, there is an amount to be used from reserves. Earl said he wants the money out of reserves, but not dedicated to any particular activity.
  - f) Water Service to 002-1073 – Highland Shores
    - i) Currently there is no water main to this property. To get water to this parcel, you need to go past other parcels. Diagonally it can go through the easement and then you can hook it up. There is a T on the fire hydrant in the area. Kevin said the possible short term service idea of this is that if the main is not installed, you could bore a lateral over to the corner of the property which would be about a 164' service to get to it. We have enough pressure and volume of water to be adequate for this length.
      - (1) You do need to cut across the road, but there is a sewer and water easement on this Lane for the whole road. The easement covers the width of the road. The District would stay within the easement.
        - (a) Kevin said the surveyors would need to be out there to identify exactly where the easement is. Kevin said when the sanitary easement was drafted; it also included water.
    - ii) Mr. Wallace said he will be building a home and with the cost he expects to spend, the resale value of putting a well in does not make any sense at all. Mr. Wallace said he wants to know how the District can accommodate him.
      - (1) Mr. Wallace said the neighbor's house sits on 3 lots and with the District's assessments, this would be 3 assessments. Earl said the neighbor could CSM it into 1, or defer any number of the assessments. This owner also owns a parcel across the street in the cul de sac. This owner does not want numerous assessments so Mr. Wallace said he was not able to get water with this past summer's project.
      - (2) Mr. Wallace said he is committed to start building by Thanksgiving and was wondering if it was too late this year for water. The contractor will be out of town in mid November. Kevin said they are installing some mains in this area in the next 2 weeks.
        - (a) The cost to the District up front if a main goes in would be expensive – around \$18,000.00 plus or minus. Earl asked if this was designed yet, and Kevin said this has been designed as an entire layout, but not a temporary line. These parcels were removed this year from the contract.
      - (3) Mr. Wallace said he is looking to occupy as early as March, 2007 and as late as May, 2007.

- (4) November 10 is the latest that the contractor is looking to work if it's for the main. If just the lateral goes in, this could be hired out at a different time. Earl asked if there were other laterals that run this long. Kevin said the District doesn't have any other that long, but there are a couple of homeowners using long laterals. However, this year, there will be some installed in cul de sac's that will be approximately 115' where the District is using 2" poly pipe. The longest one would be on Oakwood where the District did one through an easement.
- (a) Earl recommends getting water to this parcel as it is not outside what the District has done previously. Earl told Mr. Wallace that he would have to get all the paperwork signed and back to the District - the waiver of public hearing and assessments, and the participation form. The assessment would be roughly \$9,307.00 which was assessed this summer. Mike agreed with this. Earl said the assessment would increase by additional interest amount as it will not be on this year's tax roll. Kevin said he can try to get the same bid tab as this summer's work. The final for this will be in November.
  - (b) Kevin said he is opening up this area in the next 2 weeks and will know if there is a water problem installing laterals. Kevin said that last year there was no problem in the area.
- g) Review of District debt ratios.
- i) Staff completed the ratios today, but did not have time to take a second look at the numbers. Kevin said the columns are in the spreadsheet for starters but the accuracy needs to be double checked. The Commissioners said to wait until next month to go over these.
- h) Well abandonment rebate request for 4358 Bellhaven Lane.
- i) This is the 2<sup>nd</sup> time request extension for this property. Earl asked why he would want to do this a 2<sup>nd</sup> time. Kevin said the District received a letter that due to serious illness in the family, that he was never able to complete the connection previously. The homeowner is not hooked up to water to date. The Commissioners decided there is nothing to take action on until the homeowner hooks up as there is no well to abandon. Earl proposed to respond that the commissioners will not take up the subject until a service has been obtained and the abandonment form has been received at the District.
- i) Special Assessment for Phase III.
- i) Election to pay in full by November 1 – There was a request from a homeowner to go over 20 years rather than paying in full by November 1. Earl said the District has in the past allowed this change if the request came in prior to November 1. **Mike made a motion to allow the change in election to pay over 20 years for Parcel No. 002-3308/second-Earl/carried unanimously.** Kevin said the District sent out a letter to those choosing to pay by November 1 and that is what triggered this letter. This is the only request the District has received in writing.
- j) Letter from DNR.
- i) Table top exercise for emergency response program.
    - (1) This deals with the Public Health Security and bio-terrorism.
      - (a) The DNR has a grant and there is no charge to the district. The DNR comes in and asks questions and you act out the scenarios.
        - (i) Earl said this is a good program, but to evaluate staff time and do it when there is time.
- 7) Adjourn – **Mike made a motion to adjourn at 8:45 p.m./second Alex/carried unanimously.**

Respectfully submitted,

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Rose Mraz, Office Manager

Approved:

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Alexander Irvine, Secretary