

Algoma Sanitary District #1
Minutes – October 11 - 6:00 p.m.

Commission President Earl Lawrence with Commissioners Alexander Irvine and Michael Gelhar present called the meeting to order at 6:00 p.m. Kevin Mraz, Joel Edson, Ray Edelstein, Rose Mraz, Steve Kluesner, Richard & Judy Leinweber, Paula Rost, and Colleen Stepanek were also present.

- 1) Call to order.
 - a) Earl noted that the District is using a tape recorder for the purpose of the minutes. No one else is using a tape recorder.
 - b) **Mike made a motion to approve the minutes from the regular monthly meeting on September 13 as presented/second-Alex carried unanimously.**
 - c) **Alex made a motion to approve the cash receipts & investments for Sanitary & Water for September as presented/second-Mike/carried unanimously.**
 - d) **Mike made a motion to approve the pending bills for October as presented/second-Alex/carried unanimously.**
- 2) Director's Report
 - a) Correspondence – All correspondence to be discussed is on the agenda.
 - b) Status of 2007 projects.
 - i) Bellhaven sewer and water extension.
 - (1) The project has slowed down due to rock in the area which will take a couple of weeks to remove About 165' of rock is being removed per day. The contractor will not be working at this project for a couple of weeks and Kevin met with the developer regarding this.
 - (a) The developer will excavate rock 16' past the property line and the sewer lateral will stop at 6' giving a 10' buffer between the lateral and where they need to blast for the basements. There will be about 20 basements needing blasting.
 - (b) The District will put together a blasting ordinance to have in place prior to these being constructed.
 - ii) Land acquisition for water treatment facility #3.
 - (1) There was discussion with the residents present regarding the District's plans for the proposed land acquisition. They have been hearing conflicting stories and wanted clarification. They wanted to know why the District picked their area.
 - (a) Earl explained that for water safety, the District needs to be located in residential areas, and also in far corners of the District, and the landowner is willing to sell this piece of property to the District. The property to the west of the proposed site is not zoned residential through the Town so the District couldn't go further west. Kevin said the District was following the Town's Comprehensive plan, which was completed in 2005, when looking for land.
 - (i) The residents said they were not aware of the Town's comprehensive plan going on and Ray said there would have been legal notices sent out at the time.
 - (b) The residents said that no one out there knows what is going on and Kevin said that is why he contacted them so they could become informed. Richard & Judy Leinweber and Paula Rost said they do not want water or sewer service.
 - (i) Earl told them they are not included in the Sanitary District; therefore the District cannot give them sewer service and cannot charge them for mains which may go past their homes. Ray explained that there are only 2 ways to get in the District which are petitions from the homeowners themselves or petitions from the District on behalf of those interested. Ray said that some petitions do include people not wanting to be in the District but the majority wants to be in. Ray told them the Town Board makes the decision on additions.
 - (ii) The homeowners also do not want a retention pond in their back yard or draining in their ditch.
 1. Earl said the District understands the feelings of neighbors and told them the District is trying to work with them. Kevin said there is a multitude of things that can be completed to keep a buffer between their properties and the District's property. The District needs to complete a site plan prior to any designing of buffers.
 - (iii) Earl said he understands their reluctance, but growth has determined what will go in the land by them. The County and Town will require that the District keeps in mind that this is a residential area. The County already plans that Horseshoe Road will go south which is why the District needs to plat out a road rather than a driveway.
 - (c) Mr. Leinweber was concerned with semi's coming in with deliveries. Kevin said the District only had 1 semi in the last 2 years with a load of meters. Chemicals come on a box truck similar to UPS trucks.
 - (2) Earl said the District contacted the homeowners as soon as possible as the District needed an accepted offer to purchase prior to going public with everything. Earl said we want to be good neighbors and will work around their concerns as much as possible.
 - (3) They said they had several stories from other people and Ray said coming in is the best thing for them to do to find out what is actually going on and receive accurate answers. Some of the information they received is accurate for other parcels, but not for their parcels.
 - iii) Sewer main cleaning & televising.
 - (1) The District televised about 90% of what was jetted so far and the District found 15 gallons per minute of leaks. One larger leak is on Sheldon between Oakwood and Valley that Great Lakes will be trying to fix next month.

- 3) Public Forum – Residents present own property on Witzel and wish to discuss the Horseshoe Road results and the District’s land acquisition for the District’s future project.
- 4) Report from Committees
 - a) Water Advisory Council. There was no meeting.
- 5) Old Business
 - a) Status of 30 year sanitary treatment agreement with City of Oshkosh update.
 - i) Ray talked to Attorney Lynn Lorensen this morning and told her to talk to Warren Kraft regarding the District’s request. She said she would talk to Jackson Kinney or someone. An hour later, Ray found out that Mr. Kraft retired immediately after 23 years with the city.
 - ii) Ray said there will be an interim manager and the District will need to contact him so this issue gets on their November agenda. It was decided to send a letter to the interim city manager, the acting attorney, and the Mayor, Frank Tower.
- 6) New Business
 - a) Determination of which engineering firm to use for the design of administrative / treatment facility services agreement.
 - i) Kevin said that he believes whoever the District goes with should be the engineer for the long term due to cost factors and believes each company is competent to do the work. There was discussion regarding the different firms. Ray didn’t look at the proposals, but indicated itemizing costs of services should be included. Earl said the District looked at engineering costs as this is part of the District’s due diligence.
 - ii) **Mike made a motion to instruct staff to move forward with the feasibility studies and it is the consensus of the commissioners that the District will retain Strand Engineering for the balance of this project/second-Alex/carried unanimously.**
 - b) Determination of which auditing firm to use for 2007 audit.
 - i) Staff recommended going with Virchow Krause. Kevin said they were well prepared and seemed to know what the District needs and also were the lowest cost. Joel agreed to go with Virchow Krause and said that will be his recommendation to the Town also. **Mike made a motion to go with Virchow Krause as the auditor for the 2007, 2008 and 2009 audits/second-Alex/carried unanimously.**
 - c) Discuss Horseshoe Road results from survey for sewer and/or water mains.
 - i) The District held a public workshop with the residents and staff also sent out a survey to see if residents want sewer and or water. There were only 2 residents wanting sewer and water. Due to the results, Kevin recommended not going down Horseshoe Road with water and sewer mains and the Commissioners agreed to this. The District will be looking for a different route to get to the proposed new site. Residents present wanted to know where the routes will go and Earl told them that this is not determined yet.
 - (1) Kevin will send a letter to the residents that the District is not going down at this time. Earl said to be sure to note that if circumstances change, the District may need to go down their road in the future.
 - ii) Colleen Stepanek was present and indicated that she and her husband would like sewer service. Earl told her the District will not be going in front of her property for this project. Kevin said if there is a health concern, then the District could address this but she said there’s no concern.
 - d) Sewer user fee credit
 - i) There are 2 credits for reduction in sewer user fees. Rose said that P002-1024 is only used weekends during the summer and parcel 002-111 is vacant all year. **Mike made a motion to allow a sewer user fee credit for 2006 shown on the 2007 tax roll for parcel # 002-1014 for \$94.50 and parcel # 002-0111 for \$126.00/second-Earl/Alex abstained-carried 2.** Roll call Mike – aye, Alex – abstained, Earl - aye.
 - e) Budget for 2008 review.
 - i) The Commissioners reviewed the revised budget as developed at the Budget workshop.
 - (1) Joel told Earl that it was discussed how to pay for the bonds and said the impact of the project won’t show up until 2009. Joel said the District is working with a model that shows 1 million of bonding and Joel recommended discussing this with the water committee.
 - (2) Joel also indicated the District needs the tax levy and it comes to about \$25.00 per \$100,000.00 of assessed value. This is about the same amount as the previous year.
 - (3) Earl said the District has been looking at the level of debt versus assessed value and is looking at keeping this down. Kevin said with the water users, the treatment facility will be paid out of the supply assessments.
 - (a) Steve said with the well siting study, you need to put together the preliminary plan for the entire site so you can pinpoint the well position. Earl said the plan should include everything and box out the future items. The Commissioners are planning future workshops to discuss the project in more detail.
 - ii) **Mike made a motion to approve the publishing of the proposed budget with the wording change to the note/second-Alex/carried unanimously.** The 2008 Budget Public Hearing will be November 8 at 5:45 p.m.
- 7) **Mike made a motion to adjourn/second-Alex/carried unanimously.**

Respectfully submitted, _____
Rose Mraz, Office Manager

Approved: _____
Earl Lawrence, District President