

Algoma Sanitary District #1  
Regular Monthly Meeting

Commissioner Earl Lawrence with Commissioner Bob Nadolske present called the regular monthly meeting for February 10 to order at 6:00 p.m. Alexander Irvine was excused. Also present were Kevin Mraz, Ray Edelstein, Joel Edson, Rose Mraz, Sara Kettlewell, Kathy Lake, Julie Debush, Mark Thompson, and Mrs. Alzoubi.

**Bob made a motion to approve the minutes of the regular meeting for January 13/second Earl/carried unanimously.**

**Bob made a motion to approve minutes of the special meeting for January 31/second Earl/carried unanimously.**

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

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

**Correspondence:**

Mrs. Alzoubi is present and requesting the interest be removed on first installment of assessment that was on her property taxes. The property was purchased on June 25, 2003 in Bellhaven Properties. Mrs. Alzoubi did not receive the information regarding the special assessment. She was not aware of the November date to pay without interest. Mrs. Alzoubi has paid the remaining balance in full. Our records indicate all information went to Portside, since we were not aware of the new owners. **Bob made a motion to accept the payment of the assessment in full after November 1 and to refund the interest of \$344.45/second Earl/carried unanimously.**

Property at 887 N Oakwood Rd. belonging to Wendy & Russell Potratz. They are requesting to be included in Phase II. They have a sewer lateral through a private easement. The commissioners decided that the district will put a stub in the street and supply water as long as they can get a legal easement between themselves. We need to see the binding easement & want it recorded before lateral is installed.

**Public forum:**

Nothing

**Directors Report:**

- Received current list of district parcels that are in the city of Oshkosh. Properties known as Shoreland Properties are in our Sanitary District. We have sewer main in behind Racette's. Sanitary service would be the districts and water would be from the city of Oshkosh.
- One of the District's priorities this year is locating infiltration in the sewer manholes. Flow has increased from 550,000 to 770,000 gal/day with the latest thaw we had.
  - a. One avenue is to post or mail sump pump inspections to see sump pumps are not discharging water into the sewer system.
  - b. Another is to televise the sewer mains, looking for damaged or leaking mains and laterals. Manholes in ditches will be looked at to see if rings are leaking.
    - i. Kathy said the best thing to do is pop critical manholes during a rainy period at late night to see which direction flow is coming from to isolate where the infiltration is coming from.

Earl feels that much of the flow increase is not from the sump pumps and would like to see the televising done instead of upsetting residents and Bob agreed.

- Received copies of leases for the tower. Kevin will start drafting a letter to the sight development coordinators for cell phone companies. Letter should be out within two months and sent to all companies.
- Kevin asked for suggestions for a notebook computer. Bob recommended buying through a local company. Just be sure to run by Strand to make sure it will be compatible with the SCADA system.
- Received response from one home at end of Tammy Rd. He's selling, but wants to hook up.
- Nature Park - wants a restroom with sewer and water hookup, hoping to get it from Omro Road. Sheldon may be a better choice depending on location.

**Old Business:**

**DOT Project 6184-14-72 Brooks Lane:**

- DOT does not do depreciation anymore, they are not willing to draft a new document, and said we can blacken out this part and proceed.

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- Need to sign off on the Audit Agreement, and Conveyance of right and land.
- The Engineers sent the District the engineering narrative and cost estimate. Our portion of cost would be estimated at \$2,661.00.
- Resolution to approve the Audit Agreement for the payment of lands or interest in lands acquired from public utility regarding Brooks Lane project on parcel #10, project id # 6184-14-72 Brooks Lane US Hwy 41.
  - **Bob made motion to approve the Audit Agreement with the deletion of item # 2, deleting the credit for depreciation/second Earl/carried unanimously.**
  - **Bob made motion to approve a conveyance of rights in land of the Town of Algoma Sanitary District to the Wisconsin Department of Transportation regarding Project # 6184-14-21 Brooks Lane, US Hwy 41, State Hwy 21, project dated 4/15/04/second Earl/carried unanimously.**
  - Billing summary to be used as estimate.

**Phase II – approve Special Assessment Choice document:**

- Choice # 3 delete 'later' after service.
- Change to reflect: Will increase each year at a non-variable rate initially established by the District Commissioners for a period of 20 years. The established interest rate will be the same as in option 2.

**Cost Factors for new subdivision watermain charge:**

- District's cost to finance mains is about \$490,000 which is about \$304/acre. Breakdown for Westwood Glade is \$3,700.00. Each unit \$119.00, 74 units total. Single-family residential house is full supply plus 1 price per unit. Condo = 4 permits.
- Do we finance his watermains at a 5% interest rate? We could make about \$12,000 over the 9 years. This would be from the 2 million dollar obligation bond sitting there. It's going to be due 6 months after the final payment on his schedule. It will be an assessment on the property not his company. We would get the money when the property sells. This would be on the tax bill.
- It was decided not to finance the project.

**Phase I Resident Water Assessments – Tables previously:**

- Alzoubi taken care of.
- Did not hear anything from 73 Wyldeberry Lane.
- Did not hear anything from 60 Overland Trail.
- No others on agenda.
- WW West Assessments for Tenpas. See printout. Found nothing in writing stating if there would be an increase in price or not. An assessment resolution was passed on these properties. The improvement was installed before water was there.
  - Tabled until next meeting. All paperwork/correspondence needed.

**New Business:**

**Approve Purchase of pick up truck -**

- Received 2 bids.
- Racette has low bid at \$17,957 for the Ford. Shows top lights are included
- Bergstroms was \$17,999 for the Chevy + \$40 title + \$260 for the top lights.
- **Bob made motion to accept the bid from Racette/second Earl/ carried unanimously.**

**Power Point Review -**

- Earl to start out presentation; then to Kathy for overview of water system infrastructure; Dave Wagner to discuss assessment part; to Earl to explain existing water rates, to Kevin to discuss; well abandonment, laths, ordinances and requirements etc.

**Operator Position Opening –**

- Offer letter to state that within the 6-month probationary period the District expects him to obtain the Water Supply Certificate from the DNR in Distribution of Ground Water and Iron Removal. The District also expects him to be able to respond on site to emergency calls within 20 minutes.

**Status of East central SSA –**

- No Update

**Status of SDWL 2006 –**

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- Steve's working on the application that's due 4/30 with Ehlers. Called the DNR to find out if there's any idea when the numbers will be out for how Algoma numbers stack up against other communities. He's received no reply. The list is usually published in early April.
- Do we want to purchase the pipe ourselves and save some money since we are tax exempt? Pipe is \$14.95/ft, we're doing approx 30,000/ft, and about \$22,000 could be saved. This doesn't include valves etc.
- Need to take into consideration of contractor liability, scheduling conflicts, would need to be bid out, etc.,
- Kathy wants previous notes from Phase I looked over to see why the district didn't do this then. .
- Kevin's looking into starting to stockpile dirt at the tower for contractors.

**Develop agenda for Water Advisory meeting 2/22/05 –**

- Previous submission is good.
- Construction concerns: creek crossings, single lane traffic, contractors need to avoid road closings.
- Fire Department must be notified of any closings.
- Contractor needs to maintain 1 lane of traffic at all times. Contractors is responsible for any means, methods and any safety on their job site.
- Water Advisory Council asked to attend meeting to get the feel of what the residents are thinking.

**The Preliminary Resolution for Phase II-**

- Meeting time set for 12:00 p.m. noon on Feb 24, 2005
- Adopt Preliminary Resolution.

**Approve new Developers Agreement documents –**

- This is an agreement sent to the Developer. Original was for sewer design authorization. It's now changed to include the water system for water and fire protection.
- Russ Williams' project to be included in the bids with the preliminary resolution bids.

**CAC – Lot 1 CSM 5417 –**

- Dr. Ryan split the middle lot with his neighbor forming two lots instead of three. There were 3 CAC's paid. They would like the \$700 CAC refunded. There are 2 services to this property.
- This was tabled until formal written request is received from the Ryan's.

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

Respectfully submitted,

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Rose Mraz, Office Manager

Approved:

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Earl Lawrence, Commissioner