

Algoma Sanitary District #1  
January 12, 2006  
Regular Monthly Meeting

- 1) Commissioner Alexander Irvine, with Commissioner Michael Gelhar present called the regular monthly meeting of the Algoma Sanitary District for January 12, 2006 to order at 6:00 p.m. Also present were Kevin Mraz, Ray Edelstein, Rose Mraz, and Joel Edson. Russ Williams and his lawyer and several residents involved in the Leonard Pt. Road Sewer extension were present.
  - a) Alex noted the use of a tape recorder for the meeting.
  - b) **Alex made a motion to approve the minutes of the regular meeting for December 8/second-Mike/carried unanimously.**
  - c) **Mike made a motion to approve the cash receipts and investments report for water and sanitary for December as submitted/second-Alex/carried unanimously.**
  - d) **Mike made a motion to approve the pending bills for sanitary and water for January/second-Alex/carried unanimously.**
- 2) Directors Report:
  - a) Review of District Statistics.
    - i) The District is currently using around 111,000 gallons of water a day. Well #2 facility in online and pumping water into the Municipal Water System.
  - b) Number of Water Customers.
    - i) December had 21 new homes for water. Total of 370 water permits out at the end December
  - c) Number of Sewer Customers.
    - i) 4 permits were issued in December. The year 2005 had a total of 72 new home constructions. 2004 had around 100 permits go out and 2003 had around 70 permits go out.
  - d) Status of contractor pay requests for Phase II versus bid prices.
  - e) Correspondence.
    - i) Nothing to report.
  - f) Review Director's Report – Nothing to report.
  - g) Upcoming 2006 Projects.
    - i) Phase III – The letters have been mailed out to the residents that are anticipated for Phase III. The localized informational meetings are set up for:
      - (1) January 23 (Town Hall) - Shorehaven, Leila Mae, Beechnut and Fleur De Lis.
      - (2) January 24 (Oakwood School) – Partridge Ct, Lake Breeze, Highland Shore, Leonard Point Rd and Sanctuary Place.
      - (3) January 26 (Oakwood School) – Waldwic Lane. Ray needs to attend this meeting because of it being a private road.
      - (4) January 30 (Town Hall) – Oakwood Rd, Yorkton, Westmoor and Bison Point.
      - (5) February 2 (Oakwood School) – Oak Park Dr, Manor Dr, Emmers Ln and Omro Rd.
      - (6) Kevin will send information to the Commissioners about timing of Phase III so there is not late fall construction. It will take the engineers 6 weeks to design 18,000 feet of pipe. The cost to design it would be \$61,000. If engineers wait until February 9 to start the design, it will run past March 16, which is in the schedule for the preliminary assessment. Kevin would like the design work done before March so that the District can review the maps and drawings and confirm which parcels are included. Then the District can proceed to the Preliminary Resolution in March. To keep within the time frame, Strand could start the design work on some of the sections where the District is confident the water main will be installed. Joel stated he had comments/complaints from residents that construction barely ended and they received their tax bills with the assessments on them already, thinking the charges wouldn't be on until the next year. Getting restorations started and grass growing before the fall helps also.
    - ii) Sewer video review
      - (1) Kevin just started to review these tapes – there is 16-20 hours to review. The tapes will help determine if any special repairs need to be done to the sewer mains and can be added to the contracts.
        - (a) So far a couple of leaks have been found with approximately 1-3 gallons/minute leaks.
    - iii) Bellridge subdivision:
      - (1) Kevin mailed letters to the property owners affected with the cost of the Leonard Pt. Road extension. Kevin added Russ William's phone numbers, and Advance Construction's phone numbers so the homeowners could call and discuss the construction with them prior to today's meeting and know the anticipated cost. The District is not recommending Advance for private property installation; however, this extension will be completed with a change order to save dollars. Specifically put in the letter was to call Russ Williams to discuss the cost of the extension. There was discussion regarding the cost for the assessment and Joel and Ray said the assessments have to be equal and uniform if divided by parcel and not by linear footage. If the individual owners choose to negotiate with Russ, this is between them.

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- iv) State of Infrastructure report:
    - (1) This report will begin next month. Kevin will start putting together what the District has for space requirements versus the District's future needs. This will help determine what may be needed for the future growth of the District.
  - h) Schedule of update 2005 projects:
    - i) Sewer repairs completed - some leaks were repaired last month. Including Brooks Lane lateral that had a significant leak of several gallons per minute. A lateral on Leonards Point Lane that was tapped into the manhole was also repaired.
- 3) Public Forum – See specific agenda items.
- 4) Report from Committees:
- a) Water Advisory Council.
    - i) Meeting was held Tuesday January 10<sup>th</sup>, one was also previously held at the Well # 2 facility.
- 5) **Old Business:**
- a) Update of Safe Drinking Water Loan 2006 financing.
    - i) Kevin requested the loan for 2006 close in March. Ehlers will be sending a new cash flow schedule next week.
    - ii) Ormand Beach plat sanitary sewer main relocation and water main installation. – This project is for Keith Decker, wanting the sanitary sewer moved and also have water installed to all the parcels on Ormand Beach Ct. Previously the District made a motion to pay for half of the cost of the sewer to be moved. The water and sewer easements have been reviewed by the engineers to determine they are correct for this construction project and have been recorded.
    - iii) Waiver of Special assessment notices and public hearings - Keith Decker came in today with these signed from each of the parcel owners. Karen Redlin and Susan Lefebber signed for theirs, and Keith Decker signed for his two parcels. The Special Assessment payment election only had one option, and that was to pay for it. They all signed this form also.
      - (a) The resolution is only for the water assessment as the sewer relocation will be paid through a developer's agreement. Keith Decker is paying his share up front. The water will be financed by a special assessment against the affected properties - \$10,297 at a 4.5% interest. This amount covers entire construction, design, engineering, inspecting, publishing, and all costs that will be incurred to do this project.
    - iv) Final special assessment resolution for benefit of water system to affected parcels. **Mike made a motion based on the final resolution authorizing public improvement and levying special assessments against benefited property served by the Town of Algoma Sanitary District #1, Winnebago County, Wisconsin. Specifically certain properties on Ormand Beach Court having the addresses of 4922 (Parcel 0160826), 4910 (Parcel 0160824), 4906 (Parcel 0160823) and 4902 (Parcel 0160822)/second-Alex**
  - b) Update of East Central Regional Planning Commission revised sewer service area schedule.
    - i) No update.
- 6) **New business:**
- a) Leonards Point Road Sewer Extension. The District invited the affected homeowners and the developer to attend this meeting to discuss the assessments for the sewer extension for Bellridge Subdivision. In order to go forward with this extension, the property needs to be included in the Sanitary District. This public meeting will be held at the Town of Algoma January 18.
    - i) There was considerable discussion regarding this extension.
      - (1) Russ Williams has been discussing his plans with the residents. Ray said whatever agreement he makes with them is between him and the homeowner and not the District.
      - (2) Kevin told them the ordinance states the homeowner has 6 months from the time of sewer main completion to hook up to the sanitary system.
      - (3) Mr. Brown, having a corner lot, is questioning the cost as he may wait for sewer to go down Sunkist. Kevin told him currently to have a sewer line extended, it is \$87.29. Kevin said if he waits for Sunkist, and is the only one requesting sewer, he could end up incurring a much higher cost as he may be the only one paying for the extension and would need to pay for the 184' cost. The District does not pay for the sewer main installation; it is paid for by the homes it goes past. There would be no offsetting cost like that which Russ Williams is offering the homeowners.
      - (4) Kevin said the corner parcels appear to have the ability to wait for Sunkist Rd for sanitary sewer. If that happens, the cost of this project would be split between the remaining 3 parcels.
      - (5) The parcel across the street in Bellhaven, whose property line is along Leonards Point Rd has a sanitary benefit already from the other direction and is not being assessed with this project.
      - (6) The homeowners wanted to be assured that they would not receive a double cost – one for going down Leonard Pt. Road and one if the sewer goes down Sunkist.

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- (a) The commissioners told the homeowners that the District has never charged a corner property 2 times.
- (7) Ray said the commissioners could give an expression of intent to honor the legislative intent in 660703 sub 3 which allows the deduction or exception when a parcel has assessment levied on two sides of the parcel. Mike and Alex agreed to this. **Mike made a motion for Ray to put this in writing that the corner residents will not be charged twice for the Sanitary Sewer./second-Alex.** The residents were satisfied with this.
- ii) Kevin discussed the cost and how assessments work. Kevin told them that special assessments paid in full by November 1<sup>st</sup> of the current year will incur no interest.
  - (1) The District does not normally finance the sewer system; however, the District will be offering them a 10 year assessment at 6.25% interest. Developers pay their cost up front and are not financed by the District.
    - (a) There will also be a CAC (contribution in aid of construction) in the amount of \$1,050.00 when Sanitary permits are taken out. The District purchased 10% of the Oshkosh Wastewater plant years ago. The CAC is how the District recovers the construction costs for previous lift stations, wastewaters treatments, etc., not future construction.
  - (2) The assessment gets the lateral up to the property line - generally it gets stubbed 6 feet past the property line (39 feet from the center of the road) as a contract requirement.
- iii) Public hearing at the Town for property to be added to the Sanitary District is set for January 18, 2006 at the Town Hall.
  - (1) Kevin told the homeowners that he will also attend the public hearing to make any necessary statements and answer board member questions
  - (2) Mrs. Stine-Doemel will not be involved with the public hearing because her property is already included in the Sanitary District. The Town of Algoma and the County both have the understanding the parcel is in the Sanitary District – they have been paying the Ad valorem taxes for the last 8 years.
- b) Phase II water assessments.
  - i) 1583 County Meadow Court. – Mr. Chad Sweeting was not under the understanding that this property he purchased was participating in the water assessment payment. He received the final resolution while living at 1633 Lake Breeze and put this parcel in a deferred status allowing the new owners to make the decision to participate.
    - (1) Ray said per Assurance Title, Schedule B dated 3/15/05, it states there is possible assessments levied or to be levied by the Town of Algoma Sanitary District No. 1, Town of Algoma. Meaning Assurance was aware of the assessments and Mr. Sweeting was aware that there was an assessment in his closing structure that was notified to him.
    - (2) Chad responded for the parcel he owned prior to purchasing this one and did not respond to this parcel thinking there was no assessment on it.
    - (3) Per Ray both parcels were notified and the District received a response from both parcels. The title policy shows there was a possible assessment. The problem is that you have a purchaser who ended up being stuck with the answer provided by at the time of the assessments, the correct owner.
    - (4) No action taken.
  - ii) 2717 Omro Road. – Requested a change in his assessments due to going through a divorce. The wife was living in the house at the time and did not respond to the legal paperwork to defer the assessment. Staff recommends no action be taken, leaving the assessment as is and Mike and Alex agreed to not take action. Staff to send a reply to resident stating it was not approved.
- c) Phase III water system.
  - i) Localized meetings. – Start at 7 p.m.
    - (1) Waldwic Lane on 1/26/06

**Mike made a motion to adjourn/second-Alex/carried unanimously.**

Respectfully submitted,

Sara Kettlewell \_\_\_\_\_

Approved: \_\_\_\_\_  
Earl Lawrence, Commissioner