

Algoma Sanitary District #1  
Regular Monthly Meeting

- 1) Commissioner President Earl Lawrence, with Commissioner Michael Gelhar present called the regular monthly meeting of the Algoma Sanitary District #1 for October 13, 2005 to order at 6:00 p.m. Also present were Kevin Mraz, Ray Edelstein and Pat Rank, Kevin Purtell and Jon Guiles. Commissioner Alexander Irvine was excused.
  - a) Earl noted the use of a tape recorder for the meeting.
  - b) **Mike made a motion to approve the minutes of the regular meeting for September 15 and 22/second-Earl/carried unanimously.**
  - c) **Mike made a motion to approve the cash receipts and investments report for water and sanitary for September as submitted/second-Earl/carried unanimously.**
  - d) **Mike made a motion to approve the pending bills for sanitary and water for October/second-Earl/carried unanimously.**
- 2) Directors Report:
  - a) There are 308 water users – using approximately 100,000 gallons daily.
  - b) Brooks Lane has a gravel drive to the Lift Station currently from the DOT Hwy 21 project. There was a preliminary quote for asphalt in the amount of \$2,675.00 and Kevin said this wasn't acceptable. The County told Kevin they could do it for around \$1,000.00 with a limit of \$1,500.00, if the District were to do it. Mike asked if Kevin wanted it done this year, and Kevin said if it were to be done, now would be the best time before pot holes and currently there's just some hand work around the gutter area to remove gravel. Next year there would be slightly more cost due to pot holes. Earl asked if this would be in the Capital Budget and Kevin said there is room in it yet. **Mike made a motion for up to \$1,500.00 to blacktop the Brooks Lane Lift Station this year as long as it's completed by November 14/second-Earl/carried unanimously.**
  - c) Correspondence:
    - i) Dr. Jansen on Waldwic sent a letter requesting water service. Kevin said it's an interesting letter as he is willing to give the district an easement direct from Lake Breeze to Waldwic. He doesn't care which way his water comes from.
      - (1) This could open up another loop down to North Oakwood. Kevin said the District may want the easement now even if the pipe doesn't currently go in.
    - ii) Mr. Moline dropped off a copy of a letter he sent the District last year. - 3063 Woodridge. His driveway was asphalted last year and would fall under the contingencies for Phase I. When they redid his driveway, they didn't flare the ends and he has been having trouble with it. The District didn't have a copy of his letter which he sent in previously. Kevin said it may be a battle with Dorner-Stahl, but it's worth a call to them after he checks the pictures from last year. This would be fixed this year yet.
  - d) The sewerage treatment bill from the City of Oshkosh for the first 2 quarters took a jump from what the District estimated. The District left a message for Joel if this should adjust the budget.
- 3) Public Forum – There was no additional information for Public Forum other than what is on the agenda.
- 4) Report from Committees
  - a) Water Advisory Council – Results of the workshop will be discussed under new business for Phase III water main.
  - b) Website update – It will be left to the website committee to choose the variation for the website.

Ray needs to leave early so he asked to skip to the issues pertaining to him first. He excused himself at 7:00 p.m. after the Ormand Beach & NTD discussion.

- 5) Old Business:
  - a) Easement update
    - i) Kevin said the District received an additional easement from a parcel on Country Side Court. The Commissioners agreed it's best to get easements now in case there are concerns in the future. This was not really required but the District obtained it. This allows a service valve with no future concerns and the easement was obtained before the valve was installed.
  - b) Update of Safe Drinking Water Loan 2006 – The DNR stated that they will come out with a final list this month yet so it will be on the November agenda.
  - c) Public Service Commission – The town went from \$70,000.00 to \$104,990 to pay for the Fire Protection on the tax roll. The Public Service Commission lowered the public fire protection service charges for residential homes, but did not lower the private fire protection fee which is for commercial businesses which have suppression sprinkles and fire protection in them. At this point, the District doesn't have any of these, but will have one in the future. Residents will see their bills have dropped better than \$12.00 per quarter. Earl wants this in the newsletter. They now will pay \$9.00 per quarter for fire protection.
  - d) Ormand Beach Plat Sanitary Sewer main relocation – Ray asked what is happening with this project. Kevin said Mr. Decker has an updated map of what he is proposing and requesting for sewer. Kevin said that Keith needs to work on the easements and pay the cost of them. Ray will review the easements that Keith obtains. No action taken on this item.
    - i) Kevin said the District is looking for an easement from Keith that is not drafted yet.
    - ii) Lot #4 needs an easement from lot #7.

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- e) Update of East Central Regional Planning Commission revised sewer service area schedule. East Central is still behind so no update.
  - f) Finalize lease with NTD as an Internet provider lessee on the tower. Ray said that as drafted NTD has accepted. Ray said their insurance isn't quite as high as requested; however, they have good coverage and list the District as an additional insured. Their umbrella is \$10 million. Ray is happy with the language of the terms of the lease. **Mike made a motion to go ahead with the NTD finalized lease/second-Earl/carried unanimously.**
  - g) 73 Wyldeberry Lane water assessment:
    - (1) Kevin had a timeline drawn up for this address – attached. Mr. Williams sent the County a letter and said he will not pay the assessment on his tax bill.
    - (2) Earl asked Kevin Purtell to fill them in as to why he is in attendance, and Kevin Purtell said that Rose asked them to be in attendance. Kevin Purtell explained that he sold to Dramatic Design in November of 2001 and holds a 2<sup>nd</sup> mortgage which was paid off when Dramatic Design sold the parcel.
      - (a) Ray asked at what point the title was transferred to Rodgers or Williams. Kevin Purtell said it went to Dramatic Design; and that he doesn't update a closing statement when the mortgage is paid off. Kevin Purtell doesn't know what was disclosed to Gregory Williams.
    - (3) Kevin Mraz had a typed statement from a conversation that Bill Rodgers had with Rose which Bill wanted at the meeting. Ray said he has no problem with the notes Rose made of the conversation being read into the meeting – this is Rose's memo of the conversation with Bill. (See attached)
      - (a) Ray said the Title Company should have picked up on the Water Assessment and that it is not the District's position to track every real estate transaction, and that the District notices went where they needed to go. Ray said Bill knew about the water as it was no secret.
      - (b) Ray is satisfied that the request regarding the assessment was turned down previously and said there is no need to revisit it at this point.
      - (c) Ray said it was helpful and informative to have Kevin Purtell and Jon Guiles in and close the gaps.
      - (d) Kevin asked if he should respond to Mr. Williams and Ray said a letter to Mr. Williams would be nice and we could say that we received some more information, but at this point we need additional information from him to continue the evaluation process and Earl and Mike agreed to do this to determine if there was anything disclosed. Kevin asked what the content should be and Ray said to request the settlement sheet, the property condition report and the offer to purchase. Ray said these should disclose the possibility of the assessment.
        - (i) Ray said the District can't force production of the documents. The District started to complete tax letters from the title Companies this year.
      - (e) Ray said to have Rose update the timeline with the date the notice of Preliminary Notice was published and the dates of publication for the Final Assessment and add the date of the contract between Bill Rodgers and the date of the closing between Bill Rodgers and JKJ, and the date of the Town letter was 8/21/03.
- 6) New Business:
- a) Bellridge Subdivision – Russ Williams signed the developer's agreement to survey, design and bid the sewer. He did not give the authorization to proceed until they receive the bids and actually see the cost. The amount of pipe needed is critical in the discussion. Kevin doesn't know when this will be bid out. Pat said this will be surveyed in the next 2 to 3 weeks. Earl asked if there would be construction before spring. Pat said this may go as an addendum to the contract for Ronet and Advance as this could be bid under 15% of the contract. They may be able to install this and get the asphalt in yet this year before they are in the ditch area. The balance could be done in the winter. Pat said Leonards is the critical item and Russ decided not to do soil borings and said if rock is there, it's there. Earl said that the District shows rock there but he doesn't know how deep. Pat said this is an issue for the developer and Kevin said rock removal cost will be put in. Pat asked if the District allows blasting or only grinding and Earl told him nothing in the ordinance prohibits blasting. Earl said he doesn't want to have the road in bad shape for the winter and Kevin said they could start this area in the spring.
  - b) Workshop District had with the Town of Omro Sanitary District – Ray said he looked at the list of questions proposed for Strand to answer but said he didn't see any cost estimates yet. Kevin said for the water letter, Steve Kluesner predicts the cost would cost between \$800.00 and \$1,000.00. For the sanitary letter, Paul Dreis said it would be between \$1,800.00 and \$2,000.00. Kevin said that last evening Betty Reimer did ok these costs and Mr. Jeziorny also agreed to the cost. Earl asked who was going to pay the most and Kevin said he assumed 50/50 and Ray said 50/50 is probably what Betty was thinking also. **Mike authorized to go forward with the letters at these costs/second-Earl/carried unanimously. Staff will go forward with obtaining the answers to the questions.**
  - c) The upcoming workshop with the Town of Algoma may be hard to schedule. Earl asked Mike if a Saturday morning would work for him with a meeting and Mike said that would work.
  - d) The Budget hearing is scheduled for 5:30 p.m. on October 17.
  - e) Requests from Residents for extensions of the well abandonment credit date. Kevin said the District received letters from the contractors stating that these will be abandoned by a certain date. Kevin said that 1 goes past a month until next April. **Earl**

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**made a motion to approve the extension of the well abandonment credit for those residents that have provided the Sanitary District letters dated prior to or on October 13, 2005, from their contractors testifying to their date of well abandonment/second-Mike/carried unanimously.** Earl asked to have letters sent out to the residents advising them of the motion.

- i) Kevin gave the stats of the wells abandoned to date, 25 homes abandoned during 2004 and received a check or had their assessments lowered. This year so far 17 received a check and assessments were lowered for 57 homes. Earl said these people are 100% committed to the water system and Earl said it lowers costs to follow up with permits over the years.
- f) Phase III Water main construction
  - i) Earl said the District doesn't believe that there will be any Safe Drinking Water funding for the future phases so the interest rate will be higher.
  - ii) Determine milestones for Phase III: Each area that the District is planning to include in Phase III has at least one current resident who requested water service – These areas also had a reasonable level of participation on the previous survey. There's an additional area today which requested water.
    - (1) Earl updated Mike with information from the Water Advisory Council.
      - (a) Earl said the district will try to find an individual (Ambassador) from each area to come in during December and then go back and talk to their neighbors. The District will not send out another survey as we have results.
      - (b) The District will have localized meetings during January.
      - (c) The District needs to pay an up front cost to do the engineering survey of the proposed phase III areas.
        - (i) The District can take areas out if the participation results from the localized meeting don't look good enough to continue with the engineering design of the area.
    - (2) There was discussion regarding the various areas for water mains. Kevin told Mike with the recommendations from the Water Advisory council workshop; the District can do some easy things and take out some areas where there is still a lot of red. Kevin said areas have wells running dry, one area had 2 different sets of 5 residents that wanted water this year already and Kevin told them there just wasn't the time this year. Oakwood Road will be repaved in the next 2 years, (their participation is not real great), but you may want to install the water main prior to the road going in. The hospital also may want a secondary backup or a different primary source. The area past the Fire Department also wants water near the gas station (Kevin is working with the Town's Attorney and property owner so these people know that the District has water and sewer available) Each area being considered for water main has had at least one resident ask for water.
  - iii) The timeline for individual and group meetings will be in January and after these, the District can say yes or no for different areas.
    - (a) Once the phase III areas are selected, the District will have Strand design the water mains which will take approximately six (6) weeks.
    - (b) The Preliminary notice of special assessments will be sent out to affected property owners.
    - (c) The Public Hearings will be held next and on 2 different dates to give affected property owners a choice as to which one to attend.
      - (i) After the hearings, the Final Assessment Resolution will be drawn up indicating the affected parcels.
    - (d) The bid opening would be in April.
      - (i) This phase will take about 2 months to complete and you would give which month to star.
- g) Contract with Strand Associates, Inc. to:
  - i) Since the Water Advisory Workshop, Kevin said he asked Pat to develop an amendment change to the existing Strand Contract. The cost to survey the recommended area for phase III would be \$15,000.00 to physically go out and do the survey and get the elevations and information needed to proceed with the design. Kevin said the District has the \$2 Million General Obligation Bond and it has ample money left in it to cover this \$15,000.00, eventually this would be covered by assessments. **Mike made a motion to go forward with the survey for phase III/second-Earl/carried unanimously.**
    - (1) Pat thanked the Commissioners and is looking forward to sticking around for this phase.

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

Respectfully submitted,

Rose Mraz

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Approved:

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Earl Lawrence, Commissioner