

Algoma Sanitary District #1
Minutes – September 14, 2006

- 1) Commission President Earl Lawrence, with Commissioners Alexander Irvine and Michael Gelhar present called the regular monthly meeting of the Algoma Sanitary District #1 for September 14, to order at 6:00 p.m. Also present were Kevin Mraz, Ray Edelstein, Joel Edson, Pat Rank, and Rose Mraz. The District expects Gerry Mathusek to attend and will move to his agenda item when he arrives.
 - a) The District is recording the meeting for the purpose of the minutes. No one else is recording the meeting.
 - b) **Mike made a motion to approve the minutes of the regular monthly meeting for August second-Alex/carried unanimously.**
 - c) **Mike made a motion to approve the cash receipts and investments report for water and sanitary for August/second-Alex/carried unanimously.**
 - d) **Alex made a motion to approve the pending bills for September/second-Mike/carried unanimously.**
- 2) Director's Report
 - a) Additional items
 - i) Olde Apple Acres has 3 additional lots in phase I with 1 hooking up to the water which did not have an assessment These lots were changed and to be included with the next addition, however, the contractor had the original plans showing that they were to receive a water service so between the timing of the change, they received water service valves. Kevin discussed these lots with Midwest and Midwest paid for the water assessments. The paperwork will be completed next month.
 - ii) Kevin said he discussed using 4.15 % for the projected increase to budget items with Joel.
 - iii) The District has saved over \$4,000.00 on material for the sales tax so far for Sub Phase III by direct purchase of material.
 - iv) Two residents on Manor Drive wanted both laterals on 1 lot; however, they changed their mind after Kevin discussed this and told them the District doesn't recommend that.
 - v) Great Lakes repaired a manhole on Brooks Lane which was leaking for a repair of \$772.00. The District will save over \$1,600 yearly in sewerage treatment costs from this repair.
- 3) Public Forum - Gerry Mathusek, the Developer for Hunter's Court-1st addition is in attendance to go over item (b).
- 4) Report from Committees – The Water Advisory Committee met Tuesday.
 - a) Earl said just when the District thought construction would be completed; there are a number of streets asking for water now.
 - i) There is enough potential for a possible Sub Phase IV which may not be until the spring of 2008. The residents need to discuss this amongst themselves.
 - b) A few residents attended the Town meeting and stated they were unhappy regarding the road repairs. Kevin said he followed up with the residents from the Town's Public Forum portion of their meeting and discussed the roads. These roads have already been repaired and the residents are satisfied.
 - c) The District told the committee that the District will start looking into the 3rd well which was designed in the original system.
- 5) Old Business
 - a) Assessment request for 2853 Shorehaven Court, Hosien S. Moghadam
 - i) No action at this time. It was suggested to take this off the agenda unless Mr. Moghadam brings in information from the Post Office.
 - b) Hunter's Court 1st addition
 - i) Discussion of existing water assessment & water construction.
 - (1) Mr. Mathusek said he needs a clear outline of how the water will be installed. The District previously assessed the parcels in his Preliminary Plat and will install the service valves when he has the final plat. The District installed a main from Hunter's Court to get to the Tower. Hunter's Court 1st addition was assigned an equivalent number of assessments which were deferred. Gerry said he doesn't understand how the District assessed on a preliminary plat and Earl said that was what the District had to go by. The assessment is \$399,000 at 3.75% and Earl said the District made the commitment to service this plat at that price. Earl explained that the assessment has an amount for the supply portion of the service also and not just mains. There was discussion regarding the cost and Earl told Mr. Mathusek that the current cost works out just about the same as the original assessment.
 - (a) Ray said the District previously did the legal work for these assessments. Ray said it is too late to challenge these assessments unless there was a substantial change in the design with something way off. If that is the case, Mr. Mathusek could then try to change the assessment. Ray said the anticipation with the previous assessments was that the plat would be done reasonably soon. Mr. Mathusek said that he has fewer lots in the development now.
 - (i) Pat said the water mains would cost around \$200,000.00 now and with the supply assessments, the cost is just about a wash.
 1. Mr. Mathusek previously received the scoping letter which shows the cost.
 - (ii) Mr. Mathusek gave the district the check for \$2,000.00 deposit for the design; however, Kevin said the District still needs the Developer's Agreement signed.
 1. The engineering will not be designed until a final plat is ready. Mr. Mathusek said he lost 6 to 8 lots due to wetlands and retention ponds.
 2. Ray said Gerry could sign the developer's agreement subject to final approval by all governmental entities including the Town on plat approval and the county on zoning. Once this is done, then it can go out for bidding.
 3. Gerry asked who he could use for an engineer and Earl told him it's in the ordinance that the District does the engineering.
 - a. Gerry wants a copy of the ordinance where it shows this and Kevin will send him another one.
 - ii) Sewer Construction

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- (1) Kevin said that East Central, which is the advisory committee to the DNR, approved including his parcel in the District's service area. The DNR received this in April and it takes 3 to 4 months to do an environmental assessment based on the additions so this should be out within a month or 2. The District needs to have this prior to installing sewer mains. Kevin called E.C. today and expects this to be approved within the 2 months.
 - (a) Ray asked if there was any reason this would not be approved and Kevin said that he expects the DNR would go with E.C. as they do all the leg work for the DNR. E.C. spent since 2004 to come up with the current plan and it's a 30 year plan. The City of Oshkosh is on the E.C. board and Earl said he never heard of it not going, but the meetings need to be completed. Kevin said that by the time Gerry gets to the county, this should all be completed as they've had 5 months already.
 - (2) Kevin said these parcels No. 0020180 and 0020178 are both in the SD. This was done July 21, 2004 by the town board and this was recorded June 27, 2006.
 - (3) Pat said they looked at the grades for sewer service. Easement acquisitions will determine the design. It may have to cross the creek. There are several areas to go through to get service. Olde Apple Acres – 1st /Williams property/Jero property and the District's property. Gerry said that Mr. Jero does not want excavating on his property at the present time. Gerry will have to work the easements out with the developers. Kevin said you need to also target a future road.
 - (4) Gerry asked about another Lift Station to go the other way. Kevin said this property can be serviced by gravity; therefore, he does not want another lift station. The District already made sure gravity will work for the balance of the town. Earl said the rest of the sanitary service is planned through gravity. Kevin said the cost of the lift station is one thing, but the ongoing maintenance and labor for this would be way too high for the benefit of 39 parcels and an added cost to all residents. The sewerage would need to be pumped 3 times versus currently, it would flow gravity. There would be electric costs also. This plat is trying to be developed prior to sewer being this far Kevin said the next step is for Gerry to approach Mr. Williams and Midwest to see what will be best for all in obtaining the easements. Gerry asked if the option of a lift station is out, and the Commissioners felt it was too expensive. Kevin said the maintenance is too high. Kevin said the District looks at the large scale including the 50 and 100 year turn around, not just the short term for an immediate benefit. Kevin does not believe how 39 homes could pay for the support of the system and how the District could just charge them. Gerry said his alternative would be to go with mounds and Kevin said the county does not allow mounds when you are in a District. Gerry said he'll design the sewer, and Earl reminded him the District designs all the sewers and water mains for consistency. The District subcontracts out the engineering and will not change from this. The District has argued this point several times over the years with Developers and it is cost effective for the District to design developments based on the best for the District. Earl said in the long run 1 unified designed system is what the District decided to do. Kevin said for the District to service the entire community with 5 lift stations is just outstanding. This is where using a different engineer which is not the District's engineer may come up with a plan that could be horrible for the residents sewer user fees. The District has the lowest sewer user fee in the Fox Valley Area. Gerry is unhappy with this and said it's a monopoly and he disagrees with this. Joel said this has been the same for all developers and is fair. Gerry said bidding out the construction but not the engineering is not right. Mike said years ago there were problems with this and the District stayed with Strand. Gerry said he is not going to sign the development agreement until he knows the cost and it shouldn't be higher than what he could hire. Pat said that they are competitive. Earl said he had hearings over 9 years ago as the District had to convince him also when he became a commissioner and Earl said it has been proven less expensive for the owners of the system (residents). It has been proven that the District is the least expensive for the maintenance of the system. Ray said it's tough, because some point in time there could be benefits.
- c) City of Oshkosh Washburn and sewer relocation update.
 - i) Kevin has a meeting with the DOT on September 27 to discuss the District's conveyance. They noticed that the District in both the easement audit agreement and the conveyance of rights and lands that we listed the flow station twice. Originally the District wanted this in the 90% agreement which was going first so the District wouldn't lose out on this 90% and then later on listed it in the easement agreement as it takes longer but pays 100%. The District's engineer and Kevin will go to Green Bay to be sure everything is laid out correctly now.
 - ii) Kevin hasn't received a reply from the City of Oshkosh so he doesn't know the status of their construction or the cost or when they will proceed. They have not sent back the conveyance signed yet for the easement the District granted them.
 - d) Transfer is complete on the new phone/internet service
 - i) The District transferred to NTD and so far everything is going good.
 - ii) Charter Internet was cancelled today.
- 6) New Business
- a) Discuss the Strand water and sewer report and the Director's Facility Report.
 - i) The District held a workshop with the Town of Omro and Strand. The Commissioners felt it was a good workshop on both sides.
 - b) Discuss the Director's Facility Report
 - i) The Commissioners are pleased with the report so far and directed Kevin to continue working on it. This will be a working plan for the District for future needs.
 - c) Finalize Budget schedule timeline
 - i) The District set October 4 at 5:00 for the budget workshop. The District's regular meeting is moved to October 11.
 - d) Waldwic Lane water main extension

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- i) Kevin is still working on the easements to get water to Dr. Janssen. The homeowner wants to build an attached garage to her house and the easement would be under the garage and the District doesn't want mains under a structure.
 - ii) No action at this time. Kevin will put this back on when he has the easements and can go forward.
 - e) DNR Water Sanitary survey report
 - i) The District has completed a water sanitary report where the DNR comes through and inspects all the water facilities to verify sanitary conditions. There were no major deficiencies, but 2 minor deficiencies were found at well #2 which was a construction error. They put in a screen that has 16 lines per inch instead of 24 lines per inch and it wasn't stainless steel. This screen needed to be removed to install a new screen. Mike asked if Kevin had the screen here or if he had to buy it, Kevin said he paid just over \$3.00 for the screen. This is just on a vent pipe that goes into the backwash tank. It goes over the air gap. Earl asked what the other deficiency was and Kevin said that there were 2 screens at treatment facility #2.
 - f) Appoint Algoma Sanitary District #1 Public Records Custodian
 - i) Per the ordinance, Earl is the responsible party for public records. Earl would like to designate the Office Manager. Earl said to put the document on the next months meeting for adoption.
- 7) Adjourn – Alex made a motion to adjourn at 8:10 p.m.

Respectfully Submitted

Rose Mraz

Approved:

Earl Lawrence, President