

Algoma Sanitary District #1
August 12, 2010

- 1) Commission President Earl Lawrence with Commissioners Alexander Irvine and Michael Gelhar present called the regular monthly meeting for August to order at 6:00 p.m. Also present were Kevin Mraz, Ray Edelstein, Joel Edson, and Rose Mraz.
- 2) Call to Order.
 - a) Earl noted that the District is using a tape recorder for the maintenance of the minutes. No one else is using one.
 - b) **Alex made a motion to approve the minutes as submitted for the regular monthly meeting on July 8/second-Mike/carried unanimously.**
 - c) **Mike made a motion to approve the cash receipts & investments report for July for sanitary and water as submitted /second-Alex/carried unanimously.**
 - d) There were no investment changes or balance adjustments.
 - e) Approve pending bills for sanitary and water.
 - i) **Alex made a motion to approve the pending bills for August as submitted/second-Mike/carried unanimously.**
- 3) Public Forum – there was no one in attendance from the Public.
- 4) Director's Report.
 - a) Review of District statistics. This was given out previously.
 - i) There have been 20 sewer connections to date and the District targeted 27 for the year.
 - ii) There have been 34 water permits to date which exceeds our expectations of 29; 14 of these are for existing homes.
 - b) Correspondence.
 - i) The District is sending out approximately 123 letters to residents that have not had their sump pump inspected to date. The letters include a scheduled appointment date & time.
 - c) Status of 2010 projects.
 - i) Update of long range state of infrastructure facilities plan.
 - (1) The operators will update the flow rates at the stations to have current information since the pumps have been updated.
 - (2) The GIS maps are being updated to show locations of new pipes installed.
 - ii) Grouting and repairs of sewer mains.
 - (1) Great Lakes were here on Monday and Tuesday and grouted some of the wye's and manholes that have leaks.
 - iii) Hydrant painting.
 - (1) The operators have been working on sandblasting hydrants and then painting them. Mike asked what they wear for protection and Kevin said they wear shields and air filters to protect their face and lungs. The rain slowed the work slightly as you need about 2 days for the hydrants to dry prior to painting.
- 5) Report from Committees.
 - a) There were no meetings. The District will schedule a meeting in September to meet with the District Advisory Council to discuss possible consolidation with the Omro Sanitary District.
- 6) Old Business.
 - a) Discuss and prepare for second consolidation workshop with Town of Omro Sanitary District #1.
 - i) There was discussion on the power point presentation and various spreadsheets that Kevin put together for the next consolidation workshop. Our Commissioners agreed that they would like several items discussed at the workshop:
 - (1) Objectives.
 - (a) Each District should discuss their objectives again.
 - (2) Understanding.
 - (a) Provide a clear understanding of the situation and what may and may not be completed during a consolidation.
 - (3) Education.
 - (a) Determine if it is economically beneficial to proceed.
 - (i) The goal of the meeting will be to determine if it is economically beneficial on both sides and does this justify going further.
 - (ii) Kevin was asked to put together a series of slides to explain key points – assumptions & outcome. The District will use estimated totals and include the source of information on the slide. It was recommended that the last slide shows an estimated percentage of error – showing a high and low %. If construction picks up the numbers would look better. It was requested to keep the slides with basic information at this point
 - (b) Two items need to be cleared up.

- (i) Mil rate. Ray said this needs to be cleared up as it's hypothetical at this point if you can equalize the mil rate to have different rates for a number of years.
 - (ii) Fire protection is another question. Omro water users pay this completely, as the Town of Omro has not picked up an amount to put on the tax roll for all residents in the Town. The Town of Algoma now puts the entire fire protection fee on the tax roll.
 - b) Discuss storm water management issues.
 - i) There was no action to take at this time.
- 7) New Business.
 - a) Discuss and act on Strand Task order 09-06 design relocation and installation of manhole 26.6.
 - i) Kevin said he had a task order from Strand to design this extension and the original showed the infrastructure costing \$6,000 and their engineering being \$1,300 to do the design. Strand, since then, revised their engineering design twice – the second increased design work to \$4,000, and the third to \$6,335. Kevin asked Pat Rank how the cost was decided and Pat said \$3,450 for design and the balance for the DOT meeting & paperwork.
 - (1) Kevin said he doesn't feel that \$6,335 is a fair price to pass on to the DOT so he contacted Omni Associates to receive a cost estimate from them. Omni was going to send the estimate by e-mail by 4:30 today, but unfortunately we had a power failure and NTD was unable to send over the e-mails. Omni said this relocation would just take a minimal of engineering so Kevin advised the Commissioners not to approve Strand's task order 09-06. The Commissioners chose to set up a special meeting when the task order from Omni is here.
 - (2) Kevin said this manhole needs to be moved to the West about 200' and said the engineering is so miniscule that Strand's proposal of probable cost is too high. The commissioners agreed that the District needs to pay attention to costs and Strand's have been getting very high. Kevin said there have been a number of engineering firms that have come in wanting to work for the District and this is a good project to try another engineering firm and see how they do.
 - b) Discuss and act on DOT utility agreement for relocation of utilities within Hwy 21 right of way.
 - i) There are two documents the DOT would like signed and Ray said given the fact that the District is moving the manhole out of the area, it is ok to sign, otherwise he would disagree with some of the wording. The manhole left in the ground will not be used. **Mike made a motion to resolve that the District is approving the temporary construction easement and conveyance of rights in land for the DOT project 11-20-11-75/second-Alex/carried unanimously.**
 - c) Discuss and act on the three year Audit proposal prepared by Baker Tilly for years 2010, 2011, and 2012.
 - i) This will be put on the next meeting for action. John Andres will get back to Rose if the District needs to have the single audit.
 - d) Town of Algoma request to discuss County E drainage.
 - i) Kevin put together a report regarding the timeline for the County E drainage which Earl requested and this was sent to the Commissioners previously. The District checked and there are no leaks in the mains.
 - (1) Joel said that John Hayes told the homeowners that the County will be checking the ditch weekly through the winter to see what is happening.
- 8) Adjourn.
 - a) **Mike made a motion to adjourn at 7:20/second-Alex/carried unanimously.**

Respectfully submitted: _____
Rose Mraz, Office Manager

Approved: _____
Earl Lawrence