

Algoma Sanitary District #1
June 9, 2011

Regular Monthly Meeting

- 1) Open Regular Monthly Meeting
- 2) President Bob Nadolske with Commissioner Alexander Irvine and Commissioner Jim Savinski present called the regular monthly meeting for June to order at 6:00 p.m. Also present were Kevin Mraz, Ray Edelstein, Joel Edson, and Michael Claffey.
 - a) Bob noted that the District is using two tape recorders for the maintenance of the minutes. No one else is using one.
 - b) Approval of the minutes of the previous meeting. **Jim made a motion to approve the minutes for the regular monthly meeting on May 12/second-Alex/carried unanimously.**
 - c) Mike noted there are no changes to the cash receipts and investments report previously distributed. **Jim made a motion to approve the cash receipts & investments report for April for sanitary and water as submitted/second-Alex/carried unanimously.**
 - i. Approve the proposed investment changes. A handout was distributed with some proposed changes. It is proposed to move a money market from Anchor Bank along with some additional money from Community First CU to Bank First National, to move a CD due on June 14 from Choice Bank to Capital CU, and to move some money from the Local Government Investment Pool to Citizens First CU. **Alex made a motion to approve the proposed investment changes as submitted/second-Jim/carried unanimously.**
 - ii. Approve the balance adjustments. Mike noted there were only small changes to the balance adjustments except for adding four sanitary assessments to the assessments program without changing the balance of assessments due in accounting. **Jim made a motion to approve the balance adjustments report/second-Alex/carried unanimously.**
 - d) Approve pending bills for sanitary and water. Mike noted the starred amounts on the pending bills are the changed amounts. **Jim made a motion to approve the pending bills for April as submitted/second-Alex/carried unanimously.**
- 3) Public Forum – No one was in attendance from the public.
- 4) Commissioner Statements. Bob noted the work that Mike has done with the investment changes and trying to maximize the return on our investments. He also wanted to note how well everyone did at the parade last weekend. The employees worked well together passing out water and appeared to be having a good time while volunteering to help our cause. It is a reflection on Kevin's management that they enjoy doing things like this together. The shirts that were printed for the event stood out and were noticed by the public watching the parade. Jim mentioned that everyone participating at the parade had a positive attitude and how that starts at the top. Bob also noted his desire to have everyone's picture on the website and how that has now been accomplished and looks good.
- 5) Director's Report.
 - a) Kevin noted that there were some changes that need to be made to the website. We are looking at changing one of the tabs to consolidation and putting that information on the website as long as the terms are approved later in the meeting. The information that was on that page was merged into the area that it was related to.
 - b) The Commissioners attended a meeting last month with the Town of Algoma relating to Storm Water Management. There are some possibilities on projects that need to be done and on how to best serve the Town in that capacity. The meeting went well and the presentation Kevin made was well received. We are now waiting to see what they are proposing to have us do. The Town is working with Strand over the next 6 months to see what projects they recommend doing.
 - c) There were about 950 water bottles handed out at the annual parade last weekend.
- 6) Report from Committees.
- 7) Old Business.
 - a) Discuss and act on the agreement titled "Terms for Town of Algoma Sanitary District and Town of Omro Sanitary District Consolidation" dated May 12, 2011. The Town of Omro had scheduled this consolidation as an agenda item on their Town planning commission meeting this month. They will forward any questions that come up at this meeting to us and will be able to discuss them at the next Town of Omro Board Meeting. One of the Commissioners from the Omro Sanitary District requested our current water and sewer ordinances and mentioned they will be discussing them at this meeting. The terms that were agreed upon at the previous meeting by the Omro Sanitary District Commissioners were signed and submitted to us for our approval and signatures.
 - i) Jim asked if the referendum is approved by the voters in April 2012, will the Omro Sanitary District be able to move out of their offices by the end of the month. Ray mentioned that their lease on the building they are

renting expires at the end of April 2012. Once the consolidation is approved, they would no longer need to have a separate office and all of their future business could be conducted here at our location. **Jim made a motion to approve the terms of consolidation as submitted/second-Alex/carried unanimously. The Commissioners then proceeded to sign the terms of consolidation.**

- ii) Review the specific rate structure based on term approval. Everyone received a copy of a flyer that presents the rates that will be proposed for consolidation. The rates are split for how they will affect Algoma Sanitary District residents and Omro Sanitary District residents. For the tax levy we are proposing an equal amount of \$27/\$100,000 of assessed value for both Districts. The water rates for Algoma Sanitary District residents will increase at the rate of inflation annually as set by the PSC while Omro Sanitary District residents will step down over 3 years to Algoma Sanitary District water rates. For Public Fire Protection, the Town of Algoma will continue to pay the entire amount, while for Town of Omro residents they could either pay \$100 annually per developed District parcel, have water customers pay \$170.76 per quarter on their water bill, or have the Town of Omro pay this out of the general tax levy. By statute, municipalities are required to provide public fire protection for its entire boundary and determine how it is funded. Currently, for Omro Sanitary District residents, this is being paid as a part of their Sanitary District tax levy. For Sewer rates Algoma Sanitary District residents will pay around \$300 annually while Omro Sanitary District residents will pay around \$700 annually. These proposed rates are based on current contractual costs and existing budgets.
 - iii) Review and approve flyer detailing specific impacts and benefits of consolidation to be included in the annual CCR Report and in a mailing to sewer customers in the City of Oshkosh. The mailing sent to City of Oshkosh residents will not include information dealing with the water service since these issues do not pertain to them. The Commissioners will review the flyers and propose changes prior to the mailing deadline of next week Wednesday, June 15th. This information should also be mailed to realtors, developers, and home building associations, along with an invitation to attend the public meetings.
 - iv) The power point presentation on the consolidation was discussed. This will be the information presented to residents during the upcoming public meetings. The basis for a majority of it will be what was presented on the CCR Report charts along with further details. A schedule of events leading up to the referendum will also be presented so residents will know a timeline of what to expect.
 - v) Public Meeting Schedule. It was proposed to have the first two meetings in early November, one in the Town of Algoma Sanitary District and one in the Town of Omro Sanitary District. Then, there would be another meeting for each District in January. The final meeting would then be held in February, as close as possible to the consolidation referendum, at a larger facility to accommodate as many residents as possible.
 - vi) Drafting the Resolution. The guidelines for the wording of this resolution are mentioned in the statute, but the final wording will need to be drafted and reviewed by our attorney, forwarded to and approved by the Town Attorney, and then given to the Town Clerk to be placed on the ballot.
- 8) New Business.
- a) Review and approve resolution #2011-6-1. This resolution approves the information contained in the Compliance Maintenance Annual Report as required by the Wisconsin DNR. **Jim made a motion to adopt resolution #2011-6-1 approving the CMAR Report/second-Alex/carried unanimously.**
 - b) Schedule the emergency preparedness tabletop exercise proposed for August 25th from 9:00A.M. to Noon and approve the requested participant list. The participants include the Water Utility, Town of Algoma Fire Chief and First Responder Representative, Town of Algoma Chairman, Winnebago County Sheriff, Winnebago Health Department, Winnebago County Emergency Management, Mercy and Aurora Hospitals, and the Wisconsin DNR district engineer. The contact information of each person should be reviewed to make sure everything is updated, specifically noting to check the DNR emergency contact during non-business hours. **Alex made a motion to approve the emergency tabletop exercise date and participant list/second-Jim/carried unanimously.**
- 9) **Jim made a motion to adjourn at 7:15pm/second-Alex/carried unanimously.**

Respectfully submitted:

Michael Claffey, Accounting Manager

Approved:

Robert Nadolske, President