Town of Algoma Sanitary District #1 Regular Monthly Meeting Agenda January 10, 2019 –1:30 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
 - b) Approve minutes of previous meeting.
 - c) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - ii) Note any balance adjustments.
 - d) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) Old Business.
 - a) Discuss and act on the renewal of the wastewater treatment agreement with the City of Oshkosh.
- 7) New Business.
 - a) Discuss and act on the proposal from L.W. Allen, LLC for pump upgrades at the Shorehaven Lift Station
 - b) Discuss and act on the purchase of park equipment for Our Park from Miller & Associates.
 - c) Discuss and act on the District's response to the removal of the equalized value of District property in the City of Oshkosh by the State of Wisconsin Department of Revenue.
- 8) Adjourn meeting.

Our Mission:

To provide safe drinking water and sewer services to the residents served by the Sanitary District.

Our Vision:

We strive to be the lowest cost, highest quality provider of municipal sewer and water services in the Fox Valley.

Town of Algoma Sanitary District #1 Regular Monthly Meeting Agenda February 14, 2019 –12:00 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
 - b) Approve minutes of previous meeting.
 - c) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - ii) Note any balance adjustments.
 - d) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) Old Business.
 - a) Discuss and act on the renewal of the wastewater treatment agreement with the City of Oshkosh.
- 7) New Business.
 - a) Discuss and act on approving task order with OMNNI Associates, Inc. for design-related services for LakeVista Estates.
- 8) Adjourn meeting.

Our Mission:

To provide safe drinking water and sewer services to the residents served by the Sanitary District.

Our Vision:

We strive to be the lowest cost, highest quality provider of municipal sewer and water services in the Fox Valley.

Town of Algoma Sanitary District #1 Regular Monthly Meeting Agenda March 14, 2019 –12:00 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
 - b) Approve minutes of previous meeting.
 - c) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - ii) Note any balance adjustments.
 - d) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) New Business.
 - a) Discuss and act on approving the task order with Strand Associates, Inc. to review and identify the impacts of the Omro Road reconstruction project.
 - b) Discuss and act on water and sewer extension for LakeVista Estates and surrounding properties.
 - c) Discuss and act on Resolution 2019-3-1 to approve a 10-Year loan of \$500,000 to the Water Utility at an interest rate of 2.30%.
- 7) Adjourn meeting.

Our Mission:

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Our Vision:

We strive to be the lowest cost, highest quality provider of municipal sewer and water services in the Fox Valley.

Town of Algoma Sanitary District #1 Regular Monthly Meeting Agenda April 11, 2019 –12:00 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
 - b) Approve minutes of previous meeting.
 - c) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - ii) Note any balance adjustments.
 - d) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) Old Business.
 - a) Discuss and act on the renewal of the wastewater treatment agreement with the City of Oshkosh
- 7) New Business.
 - a) Discuss and act on the 2018 financial audit completed and presented by CliftonLarsonAllen LLP.
 - b) Discuss and act on Resolution 2019-4-1 to approve continued participation in the Wisconsin Public Employers Group Health Insurance Program (WPE-GHIP).
 - c) Discuss and act on Resolution 2019-4-2 to approve the renewal of the 2009 10-Year loan of \$1,000,000 to the Water Utility at an interest rate of 2.20%.
- 8) Adjourn meeting.

Our Mission:

To provide safe drinking water and sewer services to the residents served by the Sanitary District.

Our Vision:

We strive to be the lowest cost, highest quality provider of municipal sewer and water services in the Fox Valley.

Town of Algoma Sanitary District #1 Regular Monthly Meeting Agenda May 16, 2019 –12:00 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
 - b) Approve minutes of previous meeting.
 - i) The Commission shall elect officers including President, Secretary, and Treasurer.
 - c) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - ii) Note any balance adjustments.
 - d) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) Old Business.
 - a) Discuss and act on the renewal of the wastewater treatment agreement with the City of Oshkosh.
- 7) New Business.
 - a) Discuss and act on watermain extensions from LakeVista Estates to serve interested property owners on Leonard Point Lane beginning with 3406 Leonard Point Lane and heading east.
 - b) Discuss and act on watermain extension from LakeVista Estates to serve interested property owners on Leonard Point Lane beginning with 3418 Leonard Point Lane and heading west.
 - c) Discuss and act on the watermain extension from LakeVista Estates through Cherokee Lane and Leonard Point Road to create a watermain loop.
 - d) Discuss and act on written response to the Town of Algoma regarding their proposed Omro Road reconstruction project.
 - e) Discuss and act on the purchase of a 35 KW natural gas generator from Wolter Power Systems for emergency backup electrical power production for the Brooks Lane Lift Station for \$12,770.
- 8) Adjourn meeting.

Our Mission:

To provide safe drinking water and sewer services to the residents served by the Sanitary District.

Our Vision:

We strive to be the lowest cost, highest quality provider of municipal sewer and water services in the Fox Valley.

Town of Algoma Sanitary District #1 Regular Monthly Meeting Agenda June 20, 2019 – 12:00 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
 - b) Approve minutes of previous meeting.
 - c) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - ii) Note any balance adjustments.
 - d) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) Old Business.
 - a) Discuss and act on the renewal of the wastewater treatment agreement with the City of Oshkosh
 - b) Discuss and act on written response to the Town of Algoma regarding their proposed Omro Road reconstruction project.
- 7) New Business.
 - a) Discuss and act on Resolution 6-1-2019 to approve the submission of the 2018 Compliance Maintenance Annual Report for the Wastewater Utility to the Wisconsin Department of Natural Resources.
 - b) Discuss and act on modifying the employee handbook to include an annual opt-out incentive of \$2,000 in lieu of enrolling in the District's employee health insurance plan as authorized by the State of Wisconsin Department of Employee Trust Funds.
- 8) Adjourn meeting.

Our Mission:

To provide safe drinking water and sewer services to the residents served by the Sanitary District.

Our Vision:

We strive to be the lowest cost, highest quality provider of municipal sewer and water services in the Fox Valley.

Town of Algoma Sanitary District #1 Regular Monthly Meeting Agenda July 11, 2019 – 12:00 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
 - b) Approve minutes of previous meeting.
 - c) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - ii) Note any balance adjustments.
 - d) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) Old Business.
 - a) Discuss and act on modifying the employee handbook to include an annual opt-out incentive of \$2,000 in lieu of enrolling in the District's employee health insurance plan as authorized by the State of Wisconsin Department of Employee Trust Funds.
- 7) New Business.
 - a) Discuss and act on request from the owners of Parcel #016-0860 on Lansing High Point for Petition for Removal due to a pending Certified Survey Map (CSM).
 - b) Discuss and act on request to the East Central Wisconsin Regional Planning Commission to add Parcel #016-0362 into the District's Sewer Service Area to provide municipal water and sanitary sewer service for a proposed new home.
- 8) Adjourn meeting.

Our Mission:

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Our Vision:

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Town of Algoma Sanitary District #1 Regular Monthly Meeting Agenda August 7, 2019 – 12:00 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
 - b) Approve minutes of previous meeting.
 - c) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - ii) Note any balance adjustments.
 - d) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) Old Business.
- 7) New Business.
 - a) Discuss and act on a potential development with Commerce Partners, LLC in the Town of Omro on Springbrook Road.
 - b) Discuss and act on providing sanitary sewer and municipal water service to Parcel #016-0331-02.
- 8) Adjourn meeting.

Our Mission:

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Our Vision:

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Town of Algoma Sanitary District #1 Regular Monthly Meeting Agenda September 18, 2019 – 12:00 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Recognize a moment of silence in honor of the late Commission President James Savinski.
 - b) Notice use of tape recorder.
 - c) Approve minutes of previous meeting.
 - d) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - ii) Note any balance adjustments.
 - e) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) Old Business.
 - a) None.
- 7) New Business.
 - a) Discuss and act on Resolution 2019-9-1 to recommend the appointment of Raymond Edelstein to serve the remaining term of James Savinski until 2023.
 - b) Discuss and act on three year proposal for conducting the District's annual financial audit.
- 8) Adjourn meeting.

Open Budget Workshop (upon completion of Regular Meeting).

- 1) Open Workshop for the 2020 Sanitary Sewer and Municipal Water Utility Budgets.
- 2) Adjourn 2020 Budget Workshop.

Our Mission:

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Our Vision:

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Town of Algoma Sanitary District #1 2019 Regular Monthly Meeting October 10, 2019 –12:00 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
 - b) Approve minutes of previous meeting.
 - c) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - ii) Note any balance adjustments.
 - d) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) Old Business.
 - a) None.
- 7) New Business.
 - a) Discuss and act on awarding the bid for watermain and sewermain extensions for LakeVista Estates.
 - i) Acknowledge receipt of signed Developer's Agreement from LakeView Estates, LLC.
 - ii) Verify financial commitment for completing the project.
 - b) Discuss and act on 70% sewer user fee credit at the following parcel:
 - i) Vacant building at 2725 Omro Road, Parcel #002-0111.
 - c) Discuss and act on proposed 2020 Annual Budget.
 - i) Approve proposed 2020 Annual Budget for publication.
 - ii) Schedule the public hearing for 2020 Annual Budget on November 14, 2019 at Noon.
 - d) Discuss and act on Resolution #2019-10-1 to set the 2019 Property Tax Levy at \$250,000.
 - e) Discuss and act on Resolution #2019-10-2 to Approve a Final Resolution declaring the Sanitary District's intent to exercise its police power, pursuant to Section 66.0703 of the Wisconsin Statutes, to levy a Special Assessments upon Parcel #002-1009, 002-1014, 002-1018-01, 002-1022, 002-1031, 002-1035, in the Town of Algoma Sanitary District No. 1 benefitted by the improvements.
 - i) Acknowledge Receipt of the Waivers of Special Assessment Notices and Public Hearings in Accordance with Wisconsin Statute 66.0703(7)(b).
- 8) Adjourn meeting.

Our Mission:

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Our Vision:

We strive to be the lowest cost, highest quality provider of municipal sewer and water services in the Fox Valley.

Town of Algoma Sanitary District #1 2020 Budget Public Hearing and Regular Monthly Meeting Agenda November 14, 2019 – 12:00 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Open Public Hearing for Proposed 2020 Annual Budget.

- 1) Public Forum.
- 2) Adjourn.

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
 - b) The Commission shall elect officers including President, Secretary, and Treasurer.
 - c) Approve minutes of previous meeting.
 - d) Approve balance adjustments.
 - e) Approve investment changes.
 - f) Approve cash receipts & investments for sanitary and water.
 - g) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) Old Business.
 - a) Discuss and act on awarding the bid for watermain and sewermain extensions for LakeVista Estates.
 - Verify receipt of signed Developer's Agreement and Financial Commitment from LakeView Estates,
 - b) Discuss and act on Resolution 2019-10-2 to Approve a Final Resolution declaring the Sanitary District's intent to exercise its police power, pursuant to Section 66.0703 of the Wisconsin Statutes, to levy a Special Assessment upon Parcel #002-1009, 002-1014, 002-1018-01, 002-1022, 002-1031, 002-1035, in the Town of Algoma Sanitary District No. 1 benefitted by the improvements contingent upon LakeVista Estates development.
 - i) Acknowledge receipt of the Waivers of Special Assessment Notices and Public Hearings in accordance with Wisconsin Statute 66.0703(7)(b).

7) New Business.

- a) Discuss and act on Resolution 2019-11-1 to approve the 2020 annual sanitary sewer user fee for Town of Algoma Sanitary District #1 residents per equivalent unit.
 - i) Set the user fee for properties discharging to the Oshkosh Wastewater Treatment Facility at \$330.
 - ii) Maintain the user fee for properties discharging to the Omro Wastewater Treatment Facility at \$525.
- b) Discuss and act on Resolution 2019-11-2 to increase the 2020 Contribution in Aid of Construction (CAC) by 3%.
- c) Discuss and approve the 2020 Annual Budget for the Water and Sanitary Sewer Utilities.
- d) Discuss and act on Resolution 2019-11-3 to Approve a Final Resolution declaring the Sanitary District's intent to exercise its police power, pursuant to Section 66.0703 of the Wisconsin Statutes, to levy a Special Assessment upon Parcel #016-0331-02 in the Town of Algoma Sanitary District No. 1 benefitted by the improvements.
 - Acknowledge receipt of the Waiver of Special Assessment Notices and Public Hearings in accordance with Wisconsin Statute 66.0703(7)(b).
- e) The Commission will go into closed session pursuant to Wisconsin Statute 19.85 (1) (c) to discuss matters in relation to annual employee evaluation, compensation, and benefits.
 - i) The Commission will reconvene into open session to discuss and act on matters discussed during closed session regarding employee evaluations.
- 8) Adjourn meeting.

Town of Algoma Sanitary District #1 Regular Monthly Meeting Agenda December 12, 2019 –12:00 p.m. 3477 Miller Drive, Oshkosh, WI 54904

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
 - b) Approve minutes of previous meeting.
 - c) Approve balance adjustments.
 - d) Approve investment changes.
 - e) Approve cash receipts & investments for sanitary and water.
 - f) Approve pending bills and previous disbursements for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2019 projects.
- 6) Old Business.
 - a) Discuss and act on the renewal of the wastewater treatment agreement with the City of Oshkosh.
 - b) Discuss and act on the pending impacts the proposed Omro Road revisions changing from a rural road to an urban road will have on underground water and sanitary sewer utilities.
- 7) New Business.
 - b) Accept receiving grant funding for "Our Pier" from the NRDA in the value of \$79,340.
 - c) Discuss and act on purchase of vehicle not to exceed \$36,000.
 - d) Discuss and act on purchase and installation of a network server and appurtenances from Rhyme not to exceed \$13,000.
- 8) Adjourn meeting.

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Our Vision:

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