

**Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
January 9, 2020 –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 2020 projects.
- 6) Old Business.
 - a) 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.
 - a) None.
- 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.

NOTE: It is possible that members of other governmental bodies of the municipality may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information, or to request this service, contact the District at 426-0335.

**Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
February 13, 2020 - 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 2020 projects.
 - i) City of Oshkosh Wastewater Treatment Agreement.
 - ii) LakeVista Estates water and sewer utility installation.
 - iii) Ormand Beach Heights - 1st Addition.
 - iv) Our Pier request for proposals.
- 6) Old Business.
 - a) 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.
 - a) None.
- 8) Adjourn meeting.

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NOTE: It is possible that members of other governmental bodies of the municipality may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information, or to request this service, contact the District at 426-0335.

Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
March 12, 2020 - 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 2020 projects.
 - i) LakeVista Estates water and sewer utility installation.
 - ii) Ormand Beach Heights - 1st Addition.
- 6) Old Business.
 - a) Discuss and act on the pending utility conflicts and financial impacts caused by the Town of Algoma's proposed Omro Road project changing from a rural road to an urban road, including a new storm sewer, will have on existing underground water and sanitary sewer utilities.
- 7) New Business.
 - a) Discuss and act on Resolution 2020-3-1 to approve a 10-Year loan of \$500,000 to the Water Utility at an interest rate of 1.25%.
 - b) Discuss and act on awarding the contract to KLM Engineering for interior inspection of the elevated water tower for \$3,000.
 - c) Discuss and act on Petition for Addition and acknowledge receipt of the signed Waiver of Special Assessment Notices and Public Hearings from Leroy & Susan Schoenauer for 3458 Witzel Avenue.
 - i) Submit Petition for Addition to the Town of Algoma for approval.
 - ii) Obtain quotes for extending a sewer lateral to serve 3458 Witzel Avenue.
- 8) Adjourn meeting.

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Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
April 9, 2020 - 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) Review of Emergency Management plan.
 - c) Review of supply chain for necessary equipment and consumable products.
 - d) Correspondence.
 - e) Status of 2020 projects.
 - i) LakeVista Estates water and sewer utility installation.
- 6) Old Business.
 - a) Discuss and act on funding options to pay for the pending financial impacts of utility conflicts caused by the Town of Algoma's proposed Omro Road project changing from a rural road to an urban road.
- 7) New Business.
 - a) Discuss and act on the 2019 financial audit completed and presented by CliftonLarsonAllen LLP.
 - b) Discuss and act on District policy for disbursement of the District's financial audit.
 - c) Discuss and act on the proposed Amendment request of parcel #016-0383 into the Omro Sewer Service Area owned by Matthew & Molly Ziegenhagen to the Omro Sewer Service Area.
- 8) Adjourn meeting.

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**Town of Algoma Sanitary District #1
Special District Meeting Agenda
April 22, 2020 - 12:00 p.m.
3477 Miller Drive, Oshkosh, WI 54904**

Special District Meeting.

- 1) Open special District meeting.
- 2) Call to order.
 - a) Notice use of tape recorder.
- 3) Old Business.
 - a) Discuss and act on the pending utility conflicts and financial impacts caused by the Town of Algoma's proposed Omro Road project changing from a rural road to an urban road, including a new storm sewer, will have on existing underground water and sanitary sewer utilities.
- 4) Adjourn meeting.

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Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
May 14, 2020 - 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 2020 projects.
 - i) Annual water utility Consumer Confidence Report
 - ii) LakeVista Estates water and sewer utility installation.
 - iii) Topographic survey to remove two grinder pumps from Ormand Beach Court.
- 6) Old Business.
 - a) Discuss and act on funding options to pay for the pending financial impacts of utility conflicts caused by the Town of Algoma's proposed Omro Road project changing from a rural road to an urban road.
- 7) New Business.
 - a) Discuss and act on Resolution 5-1-2020 to approve the submission of the 2019 Compliance Maintenance Annual Report for the Wastewater Utility to the Wisconsin Department of Natural Resources.
 - b) Discuss and act on task order from Strand & Associates to design water and sanitary sewer utility adjustments that resolve pending utility conflicts and design new water main on Omro Road.
 - i) Discuss sewer utility condition of manholes and sewer main.
 - ii) Discuss water utility condition of water main, hydrants, and services.
 - iii) Identify new water main locations on Omro Road to include in the Task Order.
- 8) Adjourn meeting.

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Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
June 11, 2020 - 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.
 - i) Discuss status of the Omro Sewer Service Area amendment request to the East Central Wisconsin Regional Planning Commission to add Parcel #016-0383 to the Sewer Service Area.
 - c) Status of 2020 projects.
- 6) Old Business.
 - a) Discuss and act on funding options to pay for the pending financial impacts of utility conflicts caused by the Town of Algoma's proposed Omro Road project changing from a rural road to an urban road.
- 7) New Business.
 - a) Discuss and act on 2020 Consumer Confidence Report prior to publishing.
- 8) Adjourn meeting.

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**Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
July 9, 2020 - 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 2020 projects.
- 6) Old Business.
 - a) Discuss and act on funding options to pay for the pending financial impacts of utility conflicts caused by the Town of Algoma's proposed Omro Road project changing from a rural road to an urban road.
- 7) New Business.
 - a) Discuss and act on the 2019 financial audit completed and presented by CliftonLarsonAllen LLP.
- 8) Adjourn meeting.

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Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
August 13, 2020 - 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 2020 projects.
- 6) Old Business.
 - a) Discuss and act on funding options to pay for the pending financial impacts of utility conflicts caused by the Town of Algoma's proposed Omro Road project changing from a rural road to an urban road.
- 7) New Business.
 - a) Discuss and act on using NRDA grant funds to pave the Our Pier parking lot, walking trail, and Abraham Lane based on the estimate from Winnebago County Highway Department of \$11,000.
 - b) Discuss and act on conveyance of rights in land for our easements adjacent to Omro Road to the Town of Algoma for the Omro Road Project.
- 8) Adjourn meeting.

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**Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
September 10, 2020 - 12:00 p.m.
Budget Workshop to Immediately Follow Monthly Meeting
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 2020 projects.
- 6) Old Business.
 - a) Discuss and act on funding options to pay for the pending financial impacts of utility conflicts caused by the Town of Algoma's proposed Omro Road project changing from a rural road to an urban road.
 - i) Devise list of properties on Omro Road to receive notification of the new municipal watermain installation due to the Town of Algoma's reconstruction project.
- 7) New Business.
- 8) Adjourn meeting.

Open Budget Workshop (upon completion of Regular Meeting).

- 1) Open Workshop for the 2021 Sanitary Sewer and Municipal Water Utility Budgets.
- 2) Adjourn 2021 Budget Workshop.

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**Town of Algoma Sanitary District #1
2021 Budget Workshop and Regular Monthly Meeting Agenda
October 8, 2020 - 12:00 p.m.
3477 Miller Drive, Oshkosh, WI 54904**

Open Budget Workshop.

- 1) Open Workshop for the 2021 Sanitary Sewer and Municipal Water Utility Budgets.
- 2) Adjourn 2021 Budget Workshop.

Regular Monthly Meeting (upon completion of the Budget Workshop).

- 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 2020 projects.
- 6) Old Business.
 - a) Discuss and act on funding options to pay for the pending financial impacts of utility conflicts caused by the Town of Algoma's proposed Omro Road project changing from a rural road to an urban road.
- 7) New Business.
 - a) Discuss and act on Resolution #2020-10-1 to approve a 70% sewer user fee credit for the following parcels:
 - i) Vacant building at 2725 Omro Road, Parcel #002-0111.
 - ii) Vacant building at 2534 Witzel Ave, Parcel #906-2301-00-00.
 - iii) Vacant building at 5600 W Reighmoor Rd, Parcel #016-0922.
 - b) Discuss and act on proposed 2021 Annual Budget.
 - i) Approve proposed 2021 Annual Budget for publication.
 - ii) Schedule the public hearing for 2021 Annual Budget on November 12, 2020 at Noon.
 - c) Discuss and act on Resolution #2020-10-2 to set the 2020 Property Tax Levy at \$257,500.
 - d) Discuss and act on the Town of Algoma 2040 Comprehensive Plan Update.
- 8) Adjourn meeting.

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Town of Algoma Sanitary District #1
2021 Budget Public Hearing and Regular Monthly Meeting Agenda
November 12, 2020 – 12:00 p.m.
3477 Miller Drive, Oshkosh, WI 54904

Open Public Hearing for Proposed 2021 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) 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 2020 projects.
 - 6) Old Business.
 - a) Discuss and act on funding options to pay for the pending financial impacts of utility conflicts caused by the Town of Algoma's proposed Omro Road project changing from a rural road to an urban road.
 - i) Discuss and act on a new water main extension to serve properties between 3323 Omro Road to 3168 Omro Road based on a review of the engineer's opinion of probable construction cost.
 - ii) Discuss the engineer's opinion of probable construction cost for the water and sewer utility relocation project.
 - 7) New Business.
 - a) Discuss and act on sanitary sewer extension for "The Wit" development on 18.5 acres at parcel #0614920100, previous parcel #90614920000, #90614930000, and #90614940000. This parcel is located on the south side of Witzel Avenue, east of Barton Road and generally north of Mercy Medical Center.
 - b) Discuss and act on Resolution 2020-11-1 to approve the 2021 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 \$345.
 - ii) Maintain the user fee for properties discharging to the Omro Wastewater Treatment Facility at \$525.
 - c) Discuss and act on Resolution 2020-11-2 to increase the 2021 Contribution in Aid of Construction (CAC) by 3%.
 - d) Discuss and act on Resolution 2020-11-3 to adopt the 2021 Annual Budget for the Sanitary Sewer and Water Utilities.
 - 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.
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**Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
December 10, 2020 –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 2020 projects.
- 6) Old Business.
 - a) Discuss and act on utility conflicts caused by the Town of Algoma's proposed Omro Road project changing from a rural road to an urban road.
 - i) Detail of the proposed relocation plan.
 - ii) Bidding Schedule.
 - iii) Utility Relocation Schedule.
 - b) Discuss and act on sanitary sewer extension for "The Wit" development on 18.5 acres at parcel #0614920100, previous parcel #90614920000, #90614930000, and #90614940000. This parcel is located on the south side of Witzel Avenue, east of Barton Road and generally north of Mercy Medical Center.
- 7) New Business.
 - a) 2021 Omro Road Potential Watermain Extension.
 - i) Review survey responses from residents included in the potential Omro Road Watermain Extension.
 - ii) Determine parcels to include in preliminary assessment and cost of assessment.
 - iii) The Commissioners will act on Resolution #2012-12-1, a Preliminary Resolution declaring the Sanitary District's intent to exercise its police power pursuant to Section 66.0703 of the Wisconsin Statutes, to authorize the construction of a water main extension and to levy special assessments upon certain property in the Town of Algoma Sanitary District No. 1 benefitted by the improvements.
 - (1) Set Date and Time of Public Hearing, proposed to be January 14 at 6:00 p.m.
 - b) Discuss and act on implementing a new methodology to charge sanitary sewer customers in the City of Oshkosh a fixed charge as an alternative to the tax levy.
 - c) Discuss and act on Resolution 2020-12-2 to extend the existing wastewater treatment agreement with City of Oshkosh.
- 8) Adjourn meeting.

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