

Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
January 14, 2021 –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 2021 projects.
- 6) Old Business. None
- 7) New Business.
 - a) Discuss and Act on response to City of Oshkosh related to the sanitary sewer connection at "The Wit" development.
- 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 11, 2021 – 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 response to City of Oshkosh related to the sanitary sewer connection at "The Wit" development.
- 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.

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Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
March 11, 2021 – 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 2021 projects.
- 6) Old Business.
 - a) Discuss and act on wastewater treatment agreements with the City of Oshkosh.
- 7) New Business.
 - a) Discuss and act on awarding the bid for watermain and sewermain relocations on Omro Road for Contract 1-2021.
 - i) Review bid tabulations.
 - ii) Review annual cash flow schedule.
 - iii) Award contract to the lowest responsive and responsible bidder.
 - b) Discuss and act on Resolution 2021-3-1 to approve a 10-Year loan of \$2,000,000 to the Water Utility at an interest rate of 1.30%.
 - c) Discuss and act on adjusting the location of the fire hydrant at the entrance of LakeVista Estates at Leonard Point Road and Veanna Boulevard.
- 8) Adjourn meeting.

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Our Vision:

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Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
April 8, 2021 – 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 2021 projects.
- 6) Old Business.
 - a) Discuss and act on wastewater treatment agreements with the City of Oshkosh.
- 7) New Business.
 - a) Discuss and act on the 2020 financial audit completed and presented by CliftonLarsonAllen LLP.
 - b) Discuss and act on approving the task order from Strand Associates for engineering and construction related services due to the Omro Road Utility Relocation Project.
- 8) Adjourn meeting.

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Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
May 13, 2021 – 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) Reorganization of the Commission due to public election.
 - i) 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 2021 projects.
- 6) Old Business.
 - a) Discuss and act on wastewater treatment agreements with the City of Oshkosh.
- 7) New Business.
 - a) Discuss and act on Resolution #2021-5-1 to approve the submission of the 2020 Compliance Maintenance Annual Report for the Wastewater Utility to the Wisconsin Department of Natural Resources.
 - b) Discuss and act on Developer's Agreement with ASA Development, Inc. for Sandhill Farms – Final Phase.
 - c) Discuss and act on Resolution #2021-5-2 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 #002-0154-01, 002-0696, 002-0694, 002-0136-01 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.

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Our Vision:

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Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
June 10, 2021 – 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 2021 projects.
- 6) Old Business.
 - a) Discuss and act on wastewater treatment agreements with the City of Oshkosh.
- 7) New Business.
 - a) Discuss and act on 2021 Consumer Confidence Report prior to publishing.
- 8) Adjourn meeting.

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Wastewater Treatment Master Agreement Workshop

Sanitary Districts flowing to Oshkosh Regional WWTF

Town of Algoma Sanitary District #1

Black Wolf Sanitary District

Island View Sanitary District

Edgewood Shangri-la Sanitary District

Sunset Point Sanitary District

June 30, 2021 - 11:00 AM

3477 Miller Drive, Oshkosh, WI 54904

Workshop Agenda

- 1) Open workshop.
- 2) Introduction of Sanitary Districts.
- 3) Introduction of Attorney John St. Peter, Attorney Ray Edelstein, and any other representation.
- 4) Review and discuss Master Agreement.
 - a. Oshkosh Sanitary Districts Master Agreement - Draft.
 - b. Addendum C: City of Oshkosh Proposed Rate Structure.
 - c. Addendum B: Contractual Flow and Pollutant Loading. (currently unavailable)
 - d. Addendum A: District Boundaries and Connection Points.
- 5) The workshop will go into closed session pursuant to Wisconsin Statute 19.85 (1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
- 6) The workshop will reconvene into open session to discuss items from closed session.
- 7) Other Business.
- 8) Adjourn workshop.

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Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
July 8, 2021 – 12:30 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 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 2021 projects.
- 6) Old Business.
 - a) Discuss and act on wastewater treatment agreements with the City of Oshkosh.
 - i) The Commissioners will go into closed session pursuant to Wisconsin Statute 19.85 (1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
 - ii) The Commissioners will reconvene into open session to discuss and act on matters discussed during closed session regarding the: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
- 7) New Business.
 - a) Acknowledge written agreement with Trilogy Consulting, Inc. to review the Sewer Service Agreement and Sewer Rate Study with the City of Oshkosh.
- 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.

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Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
August 12, 2021 – 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 2021 projects.
 - d) Schedule 2022 budget workshop.
- 6) Old Business.
 - a) Discuss and act on wastewater treatment agreement with the City of Oshkosh.
 - i) The Commissioners will go into closed session pursuant to Wisconsin Statute 19.85 (1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
 - ii) The Commissioners will reconvene into open session to discuss and act on matters discussed during closed session regarding the: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
- 7) New Business.
 - a) Discuss and act on awarding the bid for the Sandhill Farms – Final Phase water and sewer utility construction project to DeGroot, Inc. for \$404,405.27.
 - b) Discuss and act on purchasing a new truck for a cost not to exceed \$46,000.
- 8) Adjourn meeting.

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Our Vision:

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Town of Algoma Sanitary District #1
Regular Monthly Meeting Agenda
September 9, 2021 - 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 2021 projects.
- 6) Old Business.
 - a) Discuss and act on wastewater treatment agreement with the City of Oshkosh.
 - i) The Commissioners will go into closed session pursuant to Wisconsin Statute 19.85 (1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
 - ii) The Commissioners will reconvene into open session to discuss and act on matters discussed during closed session regarding the: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
- 7) New Business. None.
- 8) Adjourn meeting.

Open Budget Workshop (upon completion of Regular Meeting).

- 1) Open Workshop for the 2022 Sanitary Sewer and Municipal Water Utility Budgets.
- 2) Adjourn 2022 Budget Workshop.

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

Our Vision:

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Wastewater Treatment Master Agreement Workshop

Executive Team of Sanitary Districts flowing to Oshkosh Regional WWTF

Town of Algoma Sanitary District #1

Black Wolf Sanitary District

Island View Sanitary District

Edgewood Shangri-la Sanitary District

Sunset Point Sanitary District

Winnebago Area Sanitary District

September 29, 2021 - 11:00 AM

3477 Miller Drive, Oshkosh, WI 54904

Workshop Agenda

- 1) Open workshop.
- 2) Introduction of each District's nominated participant(s) to the Executive Negotiating Team.
- 3) Review the status of items requested from the City of Oshkosh for the Master Agreement:
 - a. Addendum B: Contractual Flow Quantities and Pollutant Loadings.
 - b. WWTP Influent Loadings: Including BOD, TSS, NH₃, and P.
 - c. Fixed Assets: Listing & detailed depreciation schedule of Oshkosh WWTP assets.
 - d. Revenue check: Projected revenue reconciliation that includes Oshkosh WWTP customers.
- 4) Workshop will go into closed session pursuant to Wisconsin Statute 19.85 (1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
 - a. Oshkosh Sanitary Districts Master Agreement - Draft.
 - b. Addendum C: City of Oshkosh Proposed Rate Structure.
 - c. Addendum B: Contractual Flow and Pollutant Loading. (currently unavailable)
 - d. Addendum A: District Boundaries and Connection Points.
- 5) Discuss findings from Trilogy Consulting related to City of Oshkosh Proposed Rate Structure.
- 6) Review District Boundaries and Connection Points to identify:
 - a. Discrepancies and territory that maintains existing service area boundaries.
 - b. Future territory desired to be included in revised service area boundaries.
- 7) Workshop will reconvene into open session to discuss items from closed session.
- 8) Review and Discuss Memorandum of Understanding between Sanitary Districts.
- 9) Adjourn workshop.

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Town of Algoma Sanitary District #1
2022 Budget Workshop and Regular Monthly Meeting Agenda
October 14, 2021 - 12:00 p.m.
3477 Miller Drive, Oshkosh, WI 54904

Open Budget Workshop.

- 1) Open Workshop for the 2022 Sanitary Sewer and Municipal Water Utility Budgets.
- 2) Adjourn 2022 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 2021 projects.
- 6) Old Business.
 - a) Discuss and act on wastewater treatment agreement with the City of Oshkosh.
 - i) The Commissioners will go into closed session pursuant to Wisconsin Statute 19.85 (1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
 - ii) The Commissioners will reconvene into open session to discuss and act on matters discussed during closed session regarding the: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
- 7) New Business.
 - a) Discuss and act on Resolution #2021-10-1 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 #002-0002-03-01, 002-0141-01-02, 002-0141-08, 002-0142, 002-0142-01, 002-0143, 002-1360 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).
 - b) Discuss and act on proposed 2022 Annual Budget.
 - i) Approve proposed 2022 Annual Budget for publication.
 - ii) Schedule the public hearing for 2022 Annual Budget on November 11, 2021 at Noon.
 - c) Discuss and act on Resolution #2021-10-2 to set the 2021 Property Tax Levy at \$214,619.
- 8) Adjourn meeting.

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Our Vision:

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Town of Algoma Sanitary District #1
2022 Budget Public Hearing and Regular Monthly Meeting Agenda
November 11, 2021 - 12:00 p.m.
3477 Miller Drive, Oshkosh, WI 54904

Open Public Hearing for Proposed 2022 Annual Budget.

- 1) Public Forum.
- 2) Adjourn.

Regular Monthly Meeting (upon completion of the Public Hearing)

- 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 2021 projects.
- 6) Old Business.
 - a) Discuss and act on wastewater treatment agreement with the City of Oshkosh.
 - i) The Commissioners will go into closed session pursuant to Wisconsin Statute 19.85 (1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
 - ii) The Commissioners will reconvene into open session to discuss and act on matters discussed during closed session regarding the: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
- 7) New Business.
 - a) Discuss and act on Resolution 2021-11-1 to approve the 2022 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 \$380.
 - ii) Set the user fee for properties discharging to the Omro Wastewater Treatment Facility at \$510.
 - b) Discuss and act on Resolution 2021-11-2 to increase the 2022 Contribution in Aid of Construction (CAC) by 3%.
 - c) Discuss and act on Resolution 2021-11-3 to adopt the 2022 Annual Budget for the Sanitary Sewer and Water Utilities.
 - d) 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 9, 2021 - 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 2021 projects.
- 6) Old Business.
 - a) Discuss and act on wastewater treatment agreement with the City of Oshkosh.
 - i) The Commissioners will go into closed session pursuant to Wisconsin Statute 19.85 (1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
 - ii) The Commissioners will reconvene into open session to discuss and act on matters discussed during closed session regarding the: Wastewater Treatment Agreement negotiations with the City of Oshkosh.
 - b) Discuss and act on sanitary sewer service for "The Wit" development on 18.5 acres at parcel #90614920100, located on the south side of Witzel Avenue, east of Barton Road and generally north of Mercy Medical Center.
- 7) New Business.
 - a) Discuss and act on Resolution 2021-12-1 to approve a Premium Only Plan Document to allow tax-free employee health insurance premium deductions with a plan effective date of January 1, 2022.
 - b) Discuss and act on Resolution 2021-12-2 to extend the existing wastewater treatment agreement with City of Oshkosh.
 - c) 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.

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.