

Algoma Sanitary District #1
Regular Monthly Meeting
Agenda – January 8, 2009 – 6:00 p.m.
1220 Oakwood Circle, Oshkosh, WI

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.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2008 projects.
 - i) Drinking water treatment facility #3.
 - (1) Construction schedule.
 - (2) Sanitary sewer route to water treatment facility #3.
 - ii) Sanitary lift station upgrades.
 - iii) GPS survey of all water valves, hydrants and manholes.
 - iv) SDWL and CWF financing.
 - v) Sump pump inspection program.
 - vi) Discuss Water Treatment Facility #2 piping repairs response from insurance carrier.
- 5) Report from Committees.
 - a) District Advisory Council.
- 6) Old Business.
 - a) Resolution to increase the sanitary Contribution in Aid of Construction for each class of lots not requiring a future sewer main extension by \$739.00.
 - b) Discuss and act on awarding Contract 3-2008 Witzel Avenue Utility Extension - Phase I based on bids opened December 9, 2008.
- 7) New Business.
 - a) Approve insurance carrier adjustments for liability, workers compensation, and automobile.
 - b) Discuss and act on what to do with the two wells located by Honey Creek lift station because the Wisconsin Geological and Natural History Survey has completed the experimental arsenic study at this site?
 - c) Approve purchase of a portable diesel powered lift station bypass pump not to exceed \$35,000.
 - d) Closed door meeting to discuss employee benefit matters.
 - e) Open meeting back up to act on matters discussed in closed door session.
- 8) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting
Amended Agenda – February 12, 2009 – 6:00 p.m.
1220 Oakwood Circle, Oshkosh, WI

- 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.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2008 projects.
 - i) Drinking water treatment facility #3.
 - (1) Construction schedule.
 - (2) Sanitary sewer route to water treatment facility #3.
 - ii) Sanitary lift station upgrades.
 - iii) Grant and financing applications.
 - (1) FEMA
 - (2) Office of Recovery and Reinvestment
 - (3) SDWL
 - iv) GPS survey of all water valves, hydrants and manholes.
 - v) Sump pump inspection program.
 - vi) Discuss Water Treatment Facility #2 piping repairs response from insurance carrier.
- 5) Report from Committees.
 - a) District Advisory Council.
- 6) Old Business.
 - a) Discuss and act on awarding Contract 3-2008 Witzel Avenue Utility Extension- Phase I based on bids opened December 9, 2008.
- 7) New Business.
 - a) Consider approval of a petition for addition of properties to be added to Algoma Sanitary District to be submitted to the Town of Algoma.
 - b) Witzel Avenue Water and Sewer Extension Assessments.
 - i) Discuss informational meeting held on February 9th, 2009.
 - ii) Review engineers design of water and sewer extension.
 - iii) Review parcel list and map of potential assessments.
 - iv) Consider and establish dates, as appropriate, for acceptance of deferrals for special assessment response.
 - v) Consider acceptance of the Engineers report plans and specifications.
 - vi) Consider adoption of Preliminary Resolution.
 - (1) The Commissioners will consider adoption of a Preliminary Resolution declaring Algoma Sanitary District's intent to exercise its police power pursuant to section 66.0703 of the Wisconsin statutes, to authorize the extension and additions of a water system: wells, well houses, elevated tank, distribution mains, sanitary sewer, laterals, and appurtenances thereto, and levy special assessments upon certain property in the Algoma Sanitary District #1 benefited by the improvements. (Resolution No. 2009-2-1).
 - vii) Discuss and set, as appropriate, public hearing date not less than 10 days nor more than 40 days after publication of notice in newspaper.
 - (1) Recommended date for public hearing - March 12th at 6:00 P.M., 1220 Oakwood Circle Oshkosh WI.
 - c) Consider approval of task order 09-01 engineering agreement with Strand associates for Witzel Avenue water and sewer extension in the amount of \$53,100.
 - d) Discuss and act on allowing staff to contract with an excavation firm to repair sanitary main on Oakwood Road just North of Highway 21 in an amount not to exceed \$3,000.
 - e) Consider hiring Strand & Associates to design and obtain approvals for the sewer extension near Thackery Drive at a cost not to exceed \$11,595.47.

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Algoma Sanitary District #1
Public Hearing and Regular Monthly Meeting
Agenda – March 12, 2009 – 6:00 p.m.
1220 Oakwood Circle, Oshkosh, WI

- 1) Open public hearing on special assessment for properties benefiting from the Witzel Avenue water and sewer extension improvement project.
 - a) Hear all interested parties.
- 2) Adjourn Public Hearing.
- 3) Open regular monthly meeting.
- 4) 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.
 - d) Approve pending bills for sanitary and water.
- 5) Public Forum.
- 6) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2008 projects.
 - i) Drinking water treatment facility #3.
 - (1) Construction schedule.
 - (2) Sanitary sewer route to water treatment facility #3.
 - ii) Sanitary lift station upgrades.
 - iii) Grant and financing applications.
 - (1) FEMA
 - (2) Office of Recovery and Reinvestment
 - (3) SDWL
 - iv) Sump pump inspection program.
- 7) Report from Committees.
 - a) District Advisory Council.
- 8) Old Business.
 - i) Discuss Water Treatment Facility #2 piping repairs response from insurance carrier.
- 9) New Business.
 - a) Review and act on revisions to petition for addition of properties to be added to Algoma Sanitary District as submitted to the Town of Algoma.
 - i) Review responses to preliminary special assessment packet.
 - b) Review and act on Task order 09-02 From Strand Associates for assistance with SDWL 2009.
 - c) Discuss comments received during Public Hearing.
 - d) Review and act on working bank cost comparison.
- 10) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting
Agenda – April 9, 2009 – 6:00 p.m.
1220 Oakwood Circle, Oshkosh, WI

- 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.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2008 projects.
 - i) Drinking water treatment facility #3.
 - (1) Construction schedule.
 - ii) Sanitary lift station upgrades.
 - iii) Grant and financing applications.
 - (1) FEMA
 - (2) Office of Recovery and Reinvestment
 - (3) SDWL
 - iv) Sump pump inspection program.
- 5) Report from Committees.
 - a) District Advisory Council.
- 6) Old Business.
 - a) Discuss Water Treatment Facility #2 piping repairs competitive quote review.
- 7) New Business.
 - a) Review petition for addition of properties to be added to Algoma Sanitary District completed by the Town of Algoma.
 - b) Discuss and act on final resolution authorizing public improvement and levying special assessments against benefited property in the Town of Algoma, benefited by the Witzel Avenue Utility Extension. (Resolution No. 2009-4-1)
 - c) Discuss comments received during Public Hearing.
 - d) Discuss and act on developer's agreement with Lutheran Home's development.
 - e) Review and act on Task 09-03 design services for Thackery water and sewer main extension.
 - f) Review and act on amendment 1 to Task 09-01 pursuant to Technical Services Agreement.
 - g) Review and act on working bank cost comparison.
 - h) Act on resolution declaring Official Intent to Reimburse Expenditures to the SDWL-2009. (Resolution No. 2009-4-2)
 - i) Act on resolution to authorize representative to file applications for financial assistance from the State of Wisconsin environmental improvement fund SDWL- 2009. (Resolution No. 2009-4-3)
 - j) Receive Annual audit statement.
 - k) Review, discuss and act on offer to purchase Administrative Office.
 - i) Discuss conditions.
 - ii) Discuss offering price.
 - iii) Discuss counter offer.
 - l) Discuss and act on sending staff to Leadership Oshkosh program.
- 8) Adjourn

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Algoma Sanitary District #1
Regular Monthly Meeting
Agenda – May 14, 2009 – 6:00 p.m.
1220 Oakwood Circle, Oshkosh, WI

- 1) Open regular monthly meeting.
- 2) Call to Order.
 - a) Elect new Commission President, appoint Secretary, and appoint Treasurer.
 - b) Review Commission Guidelines
 - c) Review of Sanitary District Chapter 60.70 Wisconsin Statutes.
 - d) Notice use of tape recorder.
 - e) Approve minutes of previous meeting.
 - f) Approve cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - g) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2009 projects.
 - i) Drinking water treatment facility #3.
 - (1) Construction schedule.
 - ii) Sanitary lift station upgrades.
 - iii) Grant and financing applications.
 - (1) FEMA.
 - (2) Office of Recovery and Reinvestment.
 - (3) SDWL.
 - (4) Build America Bonds.
 - iv) Sump pump inspection program.
- 5) Report from Committees.
 - a) District Advisory Council.
- 6) Old Business.
 - a) Review, discuss and act on offer to purchase Administrative Office.
 - i) Apply for Rezoning of 1220 Oakwood Circle.
 - ii) Apply for changing the Future land use plan.
 - b) Review and act on switching checking and savings financial institutions.
- 7) New Business.
 - a) Discuss and act on developer's agreement with Lutheran Home's development.
 - b) Discuss and act on Red Flag Rules.
 - c) Discuss and act on annual CMAR resolution.
 - d) Discuss and act on 3449 Witzel Avenue request by Mr. Freiberg for \$800 well abandonment credit.
 - e) Review verbal assessment adjustment request by Tom Rusch regarding Parcel #002-3126 Lot #6 Algoma crossing due to installation of Cul-de-sac.
- 8) Adjourn

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Algoma Sanitary District #1
Regular Monthly Meeting
Amended Agenda – June 11, 2009 – 6:00 p.m.
1220 Oakwood Circle, Oshkosh, WI

- 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.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2008 projects.
 - i) Water treatment facility #3.
 - (1) Construction schedule.
 - (2) Witzel Water and sewer extension
 - ii) Sanitary lift station upgrades.
 - iii) Grant and financing applications.
 - (1) Office of Recovery and Reinvestment.
 - (2) SDWL.
 - (3) Build America Bonds.
 - iv) Sump pump inspection program.
 - v) Sanitary sewer connection.
 - (1) Sunkist.
 - (2) Witzel.
 - vi) Lutheran Homes Development.
 - vii) Administrative office sale.
 - (1) Future land use map change is scheduled for public hearing in July.
 - (2) Zoning change is schedule for public hearing in August.
- 5) Report from Committees.
 - a) District Advisory Council.
- 6) Old Business.
 - a) Review loan program comparisons as submitted by Ehlers.
 - b) Review and act on Build America Bond proposal from Quarles and Brady.
 - c) 1362 Conrad Street - sump pump citation.
- 7) New Business.
 - a) Review and discuss proposed table of organization structure changes.
 - b) Town road permit and deposit.

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Algoma Sanitary District #1
Regular Monthly Meeting
Agenda – July 9, 2009 – 6:00 p.m.
1220 Oakwood Circle, Oshkosh, WI

- 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.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2009 projects.
 - i) Water treatment facility #3.
 - (1) Construction schedule.
 - (2) Witzel water and sewer extension.
 - ii) Sanitary lift station upgrades.
 - iii) Grant and financing applications.
 - (1) Office of Recovery and Reinvestment.
 - (2) SDWL.
 - (3) Build America Bonds.
 - iv) Sump pump inspection program.
 - v) Sanitary sewer connection project status.
 - (1) Sunkist.
 - (2) Witzel.
 - vi) Lutheran Homes development review plan submittals.
 - vii) Administrative office sale.
 - (1) Future land use map change is scheduled for public hearing in July.
 - (2) Zoning change is scheduled for public hearing in August.
- 5) Report from Committees.
 - a) District Advisory Council.
- 6) Old Business.
 - a) Review and act on Build America Bond proposal from Quarles and Brady.
 - i) Resolution ratifying \$5,000,000 State Trust Fund Loan application and the Issuance of Certificates of Indebtedness to the State of Wisconsin Board of Commissioners of Public Lands; and Making Certain Covenants Relating to the Build America Bond Program. (Resolution No. 2009-7-1)
 - b) Update status of 1362 Conrad Street - sump pump citation.
 - c) Review survey results for North Oakwood Road - water main extension.
 - i) Determine if staff is to begin special assessment proceedings and construction plans.
- 7) New Business.
 - a) Water system special assessment for Parcel No. 002-2954 Bellhaven Lane entrance.
 - i) Accept waiver of special assessment preliminary notices and public hearing.
 - ii) Final assessment resolution authorizing public improvement & levying special assessments. (Resolution number 2009-7-2)
 - b) Review and adopt the internal red flag rules policy.

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Algoma Sanitary District #1
Regular Monthly Meeting
Agenda – August 20, 2009 – 6:00 p.m.
1220 Oakwood Circle, Oshkosh, WI

- 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.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2009 projects.
 - i) Water treatment facility #3.
 - (1) Construction schedule.
 - (2) Witzel water and sewer extension.
 - (3) Grant and financing applications.
 - (4) Office of American Recovery and Reinvestment Act.
 - (5) SDWL.
 - (6) Build America Bonds.
 - ii) Sanitary lift station upgrades.
 - iii) Sump pump inspection program.
 - iv) Sanitary sewer connection project status.
 - (1) Sunkist.
 - (2) Witzel.
 - v) Lutheran Homes development review plan submittals.
 - vi) Administrative office sale.
 - (1) Future land use map has been changed to commercial.
 - (2) Zoning change is scheduled for public hearings in August.
- 5) Report from Committees.
 - a) District Advisory Council.
- 6) Old Business.
 - a) Approve Task Order 09-05 authorization for design and bidding related services for Waldwic Lane water extension.
- 7) New Business.
 - a) Approve relocation and DOT reimbursement agreement for relocation of Manhole 26.6 to a location approximately 50' west of the current location to be outside of the HWY 41/ 21 off ramp intersection.
 - b) Review and award contract 1-2009 Lutheran Homes water and sewer extension.
 - c) Approve sending operational staff to a competent person training seminar for trenching and excavation safety.
 - d) Storm water sewer service discussion of possible future services.
 - e) Budget workshop.
 - i) Set date.
 - ii) Discuss information to review at workshop.

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Algoma Sanitary District #1
Regular Monthly Meeting
Agenda – September 9, 2009 – 6:00 p.m.
1220 Oakwood Circle, Oshkosh, WI

- 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.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2009 projects.
 - i) Water treatment facility #3.
 - (1) Construction schedule.
 - (2) Witzel water and sewer extension.
 - (3) Office of American Recovery and Reinvestment Act.
 - ii) Scada hardware upgrade required.
 - iii) Sanitary lift station upgrades.
 - iv) Lutheran homes water and sewer extension.
 - v) Waldwic Lane water extension schedule.
 - vi) Administrative office sale.
- 5) Report from Committees.
 - a) District Advisory Council.
 - b) Open House.
- 6) Old Business.
- 7) New Business.
 - a) Discuss N. Oakwood Road sanitary sewer main.
 - i) Approve repair up to \$7,500.
 - b) Review budget status.
 - c) Set budget workshop date.

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Algoma Sanitary District #1
Regular Monthly Meeting
Agenda –October 8, 2009 – 6:00 p.m.
1220 Oakwood Circle, Oshkosh, WI

- 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.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2009 projects.
 - i) Water treatment facility #3.
 - (1) Construction schedule.
 - (2) Witzel water and sewer extension.
 - ii) Scada hardware upgrade.
 - iii) Sanitary lift station upgrades.
 - iv) Lutheran homes water and sewer extension.
 - v) Waldwic Lane water extension schedule.
 - vi) Administrative office sale.
- 5) Report from Committees.
 - a) District Advisory Council.
 - b) Open House.
- 6) Old Business.
 - a) Discuss and act on sewer user fee for 2010.
 - b) Review, discuss, and approve 2010 preliminary budget for publishing.
 - i) Set public hearing date and time for 2010 budget.
- 7) New Business.
 - a) Approve pump replacement for both pumps at Brooks Lane lift station.
 - b) Waldwic Lane preliminary assessment (resolution number 2009-10-1)
 - i) The Commissioners will act on 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 levy special assessments upon certain property in the Algoma Sanitary District No. 1 benefited by the improvements.
 - (1) Set public hearing date.
 - (a) November 12, 2009.
 - c) Discuss co-location rental agreement for elevated tower.
 - d) Act on Step II water rate structure.
 - i) Inform PSC of planned completion date of project to implement step II rates.
- 8) Adjourn.

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**Algoma Sanitary District #1
Public Hearing for 2010 Budget,
Public Hearing for Waldwic Lane Water Main Extension
and Regular Monthly Meeting
Agenda –November 12, 2009 – 6:00 p.m.
1220 Oakwood Circle, Oshkosh, WI 54904**

Public Hearing for 2010 Budget.

- 1) Open public budget hearing for 2010 budget.
 - a) Public forum.
 - b) Adjourn public hearing.

Public Hearing for Waldwic Lane Water Main Extension.

- 1) Open Waldwic Lane Public Hearing.
 - a) Public forum.
 - i) The Commissioners will hear all interested persons, or their agents or attorneys, concerning matters contained in the preliminary resolution authorizing the assessments and the report of the Sanitary District Engineer.
 - b) Adjourn public hearing.

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.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2009 projects.
 - i) Water treatment facility #3.
 - (1) Construction schedule.
 - (2) Witzel water and sewer extension.
 - ii) Brooks Lane pump upgrade.
 - iii) Lutheran Homes water and sewer extension.
 - iv) Waldwic Lane water extension schedule.
 - v) Administrative office sale.
- 5) Report from Committees.
 - a) District Advisory Council.
 - b) Open House.
- 6) Old Business.
 - a) 2010 annual budget.
 - i) Review, discuss, and adopt 2010 budget.
- 7) New Business.
 - a) Waldwic Lane Water Extension.
 - i) Review the Engineers report plans and specifications.
 - ii) Review response from preliminary assessment (resolution number 2009-10-1).
 - iii) Discuss concerns received at the Public Hearing.
 - (1) Act on concerns received at the Public Hearing.
 - iv) Discuss next steps.
 - (1) Approve staff to proceed with the design and public bidding of this project.
 - (2) Approve staff to draw bond from Public Lands to finance the Waldwic Lane water main project. This draw needs to be completed by November 20, 2009 to maintain the same interest rate or it will go up by 0.75%.
 - b) Discuss and approve co-location rental agreement for elevated tower.
 - c) Authorize staff to sign closing documents at Assurance Title for sale of 1220 Oakwood Circle property.
 - d) Approve DOT agreement for payment for relocation of Municipal utility facilities located in public held land.
 - e) Discuss and approve task order for DOT Highway 21 relocation.
 - f) Discuss and approve income continuation insurance.
 - g) User fee rebates.
- 8) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting
Amended
Agenda – December 10, 2009 – 6:00 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.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2009 projects.
 - i) Brooks Lane liftstation pump upgrade.
 - ii) Waldwic Lane water extension schedule.
 - iii) Pump upgrade at Shorehaven.
 - d) Status of 2010 projects
 - i) Bellhaven lift station pump upgrade.
 - ii) Mixer installation at Shorehaven.
 - iii) Seal 200 Manhole chimney seals.
 - iv) Begin preparing for educational tours/field trips.
 - v) Tower exterior cleaning.
 - vi) Waldwic Lane water main extension.
 - vii) Paint hydrants.
- 5) Report from Committees.
 - a) District Advisory Council.
 - b) Open House.
- 6) Old Business.
 - a) Discuss and approve co-location rental agreement for elevated tower.
- 7) New Business.
 - a) Authorize staff to proceed with obtaining ARRA funding.
 - i) Accept legal statement from the attorney discussing rights in land.
 - b) Review Budget status for year end purchases.
 - i) Approve purchase of Salter attachment for truck.
 - c) Approve purchase of tapping machine for water services.
 - d) Discuss and Approve task order for Strand to design the sewer utility relocation plans that will be reimbursed by the DOT.
- 8) Discuss attending Midwest Water Industry Expo.
- 9) Closed door meeting to discuss employee matters.
- 10) Open meeting back up to act on matters discussed in closed door session.
- 11) Adjourn.

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