

Algoma Sanitary District #1
Regular Monthly Meeting Agenda
January 13, 2011 – 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) Reorganization of the Commission due to appointment according to WI statute 60.76(1).
 - i) The Commission shall elect officers including President, Secretary, and Treasurer.
 - 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 for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
- 6) Report from Committees.
 - a) District Advisory Council.
- 7) Old Business.
- 8) New Business.
 - a) Review District Mission Statement and general powers and duties according to WI stats 60.77(4).
 - b) Discuss and act on Treasurer position description.
 - c) Resolution Authorizing the Issuance and Sale of \$2,565,000 General Obligation Refunding Bonds.
 - d) Discuss, prepare agenda, and set possible date for third consolidation workshop with Town of Omro Sanitary District #1.
 - e) Apply for WDNR grant for emergency response tabletop exercise with Pre-emergency Planning, LLC.
 - f) Authorize Omni Associates Inc. to begin water and sewer extension design work for Apple Acres first addition second phase.
 - g) Discuss and act on method of recognizing significant contributions from past Commissioners.
 - h) Discuss and develop recommendation for future Commissioners monthly salary.
 - i) Discuss and approve a uniform policy setting the date for sewer user fees to begin 120 days after permit.
 - j) Set dates for upcoming regular monthly Sanitary District meetings.
 - i) February 8, 2011.
 - ii) March 17, 2011.
 - k) Go to closed door meeting in relation to employee matters.
 - l) Open meeting back up to take formal action on matters discussed during closed meeting.
- 9) Adjourn.

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.

Algoma Sanitary District #1
Regular Monthly Meeting Agenda
February 8, 2011 – 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.
 - ii) Note any balance adjustments.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
 - i) HWY 21 sewer relocation.
 - ii) Apple Acres 1st addition expansion.
 - iii) Omro meter vault.
 - iv) Emergency Tabletop exercise.
 - v) Audit for 2010.
- 6) Report from Committees.
 - a) District Advisory Council.
- 7) Old Business.
 - a) Discuss and act on method of recognizing significant contributions from past Commissioners.
 - b) Discuss and approve resolution 2-1-2011 sewer ordinance change setting the date for sewer user fees to begin 150 days after obtaining sewer permit.
- 8) New Business.
 - a) Discuss and act on request for 181 South Oakwood.
 - b) Discuss and act on request from Uniform Boutique regarding the sewer user fee.
 - c) Discuss and act on consolidating with the Omro Sanitary District.
 - i) Discuss and develop a list for fixing terms of consolidation.
 - ii) Discuss and develop schedule for pending consolidation.
 - iii) Set date for next District Advisory Council.
- 9) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting Agenda
March 17, 2011 – 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.
 - ii) Note any balance adjustments.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
 - i) Apple Acres 1st addition expansion.
 - ii) Omro meter vault.
 - iii) Emergency Tabletop exercise.
 - iv) Audit for 2010.
 - v) Copper services in Omro SD.
 - vi) 2010 Fluoride split comparisons to State Lab of Hygiene were all acceptable.
- 6) Report from Committees.
 - a) District Advisory Council.
- 7) Old Business.
 - a) Discuss and act on consolidating with the Omro Sanitary District.
 - i) Receive and negotiate terms of consolidation from Omro Sanitary District.
 - ii) Discuss and develop schedule for pending consolidation.
- 8) New Business.
 - a) Town of Algoma requested our attendance for a joint meeting regarding Storm water management.
 - i) Review and approve agenda prepared by Town of Algoma.
 - ii) Set date for this meeting after April election.
 - b) Review and approve purchase of truck from scaled bid tab.
 - c) Approve revisions to employee handbook.
 - d) Transfer rent to water utility.
 - e) Transfer interest to sewer utility.
 - f) Complete designation account & withdrawal instructions for Local Government Pooled Fund.
- 9) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting Agenda
April 14, 2011 – 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) 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 cash receipts & investments for sanitary and water.
 - i) Note any investment changes.
 - ii) Note any balance adjustments.
 - e) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
 - i) Apple Acres 1st addition expansion.
 - ii) Emergency tabletop exercise for water utility.
 - iii) Replacement of copper services in Omro SD with HDPE pipe.
 - iv) Omro meter vault update.
- 6) Report from Committees.
 - a) District Advisory Council.
- 7) Old Business.
- 8) New Business.
 - a) Review District Mission Statement and general powers and duties according to WI stats 60.77(4).
 - b) Audit review with Baker Tilly for 2010.
 - c) Discuss consolidation with Town of Omro Sanitary District #1.
 - i) Review terms of consolidation.
 - ii) Review instant benefits.
 - iii) Review cash flow schedule.
 - iv) Review long-term benefits.
 - v) Schedule consolidation workshop or date to approve consolidation.
 - d) Discuss and act on request from Town of Algoma to hold a joint workshop regarding stormwater management.
- 9) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting Agenda
May 12, 2011 – 6:30 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 for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
- 6) Report from Committees.
 - a) District Advisory Council.
- 7) Old Business.
- 8) New Business.
 - a) Award bid for Olde Apple Acres 1st addition
 - i) Receive and accept contract from 300 LLC to proceed with construction after bids.
 - ii) Approve contract with Van Straten, Construction Company, Inc. in the amount of \$229,888.08.
 - b) Discuss consolidation with Town of Omro Sanitary District #1.
 - i) Review terms of consolidation.
 - ii) Review instant benefits.
 - iii) Review cash flow schedule.
 - iv) Review long-term benefits.
 - v) Schedule consolidation workshop or date to approve consolidation.
 - c) Approve purchase of lawn mower not to exceed \$9700.
- 9) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting Agenda
June 9, 2011 – 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.
 - (1) Approve proposed investment transactions.
 - ii) Note any balance adjustments.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
- 6) Report from Committees.
 - a) District Advisory Council.
- 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 as of May 12, 2011.
 - i) Review specific rate structure based on term approval.
 - ii) Review cash flow schedule comparison of consolidation versus non consolidation.
 - iii) Review and approve flyer detailing specific impacts and benefits for public release.
 - iv) Review and approve consolidation informational workshop power point format.
- 8) New Business.
 - a) Review and approve resolution #2011-6-1 accepting the Compliance Maintenance Annual Report required by the WI Department of Natural Resources.
 - b) Schedule the emergency preparedness tabletop exercise proposed for August 25, 2011 from 9:00am – 12:00pm and approve the requested participant list.
- 9) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting Agenda
July 14, 2011 – 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.
 - ii) Note any balance adjustments.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
- 6) Old Business.
- 7) New Business.
 - a) Discuss and act on specific items regarding Sanitary District Consolidation.
 - i) Determine contribution in aid of construction for sewer connections.
 - ii) Determine supply assessment for water connection.
 - iii) Discuss potential effect on existing homes with private treatment systems.
 - iv) Discuss and approve referendum language.
 - b) Discuss and act on requirements for residential well permit renewal.
- 8) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting Agenda
August 11, 2011 – 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 balance adjustments.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
- 6) Old Business.
 - a) Discuss and act on requirements for residential well permit renewal.
- 7) New Business.
 - a) Schedule Budget Workshop.
 - b) Develop policy in regards to the recent state changes allowing conceal and carry of firearms.
 - c) Act on written request for water service to lot# 8 Cambria Court.
- 8) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting Agenda
September 6, 2011 – 4:00 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 balance adjustments.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
- 6) Old Business.
 - a) Discuss and act on modifying requirements for well permit renewal.
 - b) Review and act on response for water service on Cambria Court.
- 7) New Business.
 - a) Preliminary 2012 budget review.
 - i) Review draft capital purchases for 2012.
 - ii) Review projects to be completed in 2012.
 - iii) Review proposed 2012 budget.
 - iv) Set public hearing date for 2012 budget.
 - b) Discuss and schedule joint workshop with the Omro Sanitary District for Consolidation.
 - c) Discuss and approve security and surveillance upgrade.
- 8) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting Agenda
October 13, 2011 – 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 balance adjustments.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
- 6) Old Business.
 - a) Review and act on response for water service on Cambria Court.
 - b) Review and act on 2012 budget.
 - i) Review draft capital purchases for 2012.
 - ii) Review projects to be completed in 2012.
 - iii) Review proposed 2012 budget.
 - iv) Set public hearing date for 2012 budget.
 - c) Discuss and approve security and surveillance upgrade.
- 7) New Business.
 - a) Discuss and review consolidation with the Omro Sanitary District.
 - i) Upcoming public informational meeting.
 - ii) Verbiage for grandfathering of Omro private sewage system parcels.
 - iii) Water supply cost for new connections.
 - b) Sewer user fee credit for vacant building at 2725 Omro Road being parcel number 002-0111.
- 8) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting Agenda
November 10, 2011 – 6:00 p.m.
3477 Miller Drive, Oshkosh, WI 54904

Open public hearing for proposed 2012 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 cash receipts & investments for sanitary and water.
 - i) Note any balance adjustments.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
- 6) Old Business.
 - a) Discuss and review consolidation with the Omro Sanitary District.
- 7) New Business.
 - a) Resolution # 2011-11-1 review and approve setting 2012 annual sewer user fee per equivalent unit at \$292.
 - b) Resolution # 2011-11-2 review and approve increasing the contribution in aid of construction by 3.5%.
 - c) Discuss and approve the 2012 budget.
 - d) Resolution # 2011-11-3 review and approve Washburn Street Utility Extension Agreement for technical services presented by Strand Associates including task order # 11-01 for bidding and construction related services in the amount of \$27,800.
 - e) Review and approve the 2011 budget year year-end purchases.
- 8) Adjourn.

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Algoma Sanitary District #1
Regular Monthly Meeting Agenda
December 8, 2011 – 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 balance adjustments.
 - d) Approve pending bills for sanitary and water.
- 3) Public Forum.
- 4) Commissioner Statements.
- 5) Director's Report.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2011 projects.
- 6) Old Business.
 - a) Discuss and review feedback received during public information meeting held on December 7th, 2011 regarding the consolidation with the Omro Sanitary District.
- 7) New Business.
 - a) Resolution # 2011-12-1 review and approve insurance proposal for 2012 from McClone Insurance Group.
 - b) Resolution # 2011-12-2 review and approve return of road deposit for multiple properties.
- 8) Adjourn.

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