

Town of Algoma Sanitary District #1
Regular Monthly Meeting
January 12, 2017 – 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 2017 projects.
- 6) Old Business.
-None-
- 7) New Business.
-None-
- 8) Adjourn meeting.

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
February 16, 2017 – 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 2017 projects.
- 6) Old Business.

-None-
- 7) New Business.

-None-
- 8) Adjourn meeting.

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
March 9, 2017 – 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 2017 projects.
- 6) Old Business.

-None-
- 7) New Business.
 - a) Authorize staff to purchase Parcel #002-3637-01-01 for \$500 using a Quit Claim Deed.
- 8) Adjourn meeting.

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Town of Algoma Sanitary District #1
Regular Monthly Meeting
April 13, 2017 – 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 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 2017 projects.
- 6) Old Business.

-None-
- 7) New Business.
 - a) Discuss and act on the 2016 Annual Financial Audit completed and presented by Schenck SC.
 - b) Authorize spending up to \$20,000 to complete road repairs on Harbor Village Drive, Lansing High Point, and North Oakwood Road.
 - c) Review District Mission Statement and General Powers and Duties according to WI Statute 60.77(4).
 - d) Discuss and act on awarding website design and development to Blue Door Consulting.
- 8) Adjourn meeting.

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**Town of Algoma Sanitary District #1
Regular Monthly Meeting
May 11, 2017 – 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 2017 projects.
- 6) Old Business.

-None-
- 7) New Business.
 - a) Discuss and act on Resolution 2017-5-1 to approve the submission of the 2016 Compliance Maintenance Annual Report to the Wisconsin Department of Natural Resources.
 - b) Discuss and act on Resolution 2017-5-2 to renew the agreement for wastewater treatment services with the City of Oshkosh for an additional ten (10) year term.
 - c) Discuss and act on the verbal requests for water service:
 - i) Lot 2 of CSM-5435, also known as Parcel #016-0330-02-01, located on Sand Pit Road 600' north of Leonard Point Road.
 - ii) 4401 Sand Pit Road, also known as Parcel #016-0333-24.
 - iii) Coordinate a potential water extension on Sand Pit Lane prior to the Town of Omro repaving the road.
- 8) Adjourn meeting.

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**Town of Algoma Sanitary District #1
Regular Monthly Meeting
June 8, 2017 – 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 2017 projects.
- 6) Old Business.

-None-
- 7) New Business.
 - a) Discuss and act on Sand Pit Lane watermain extension survey responses.
 - b) Discussion regarding the submittal of a conventional water rate case application to the Wisconsin Public Service Commission.
 - c) Discuss and act on 2016 Consumer Confidence Report prior to publishing.
- 8) Adjourn meeting.

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Town of Algoma Sanitary District #1
Regular Monthly Meeting
July 6, 2017 – 2:30 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 2017 projects.
- 6) Old Business.

-None-
- 7) New Business.
 - a) The Commissioners 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 Commissioners 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
August 10, 2017 –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 2017 projects.
- 6) Old Business.

-None-
- 7) New Business.
 - a) Discuss and act on Task Order 2017 with OMNNI Associates, Inc. in the amount of \$21,850 for the design of two generator buildings and drafting of required easement documents for Young Road Lift Station and Springbrook Road Lift Station.
 - b) Discuss and act on the preliminary plat for Sandhill Farms – Phase II.
- 8) Adjourn meeting.

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**Town of Algoma Sanitary District #1
Regular Monthly Meeting
September 7, 2017 –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 2017 projects.
- 6) Old Business.

-None-
- 7) New Business.
 - a) Discuss and Act on Resolution 2017-9-1 to Amend the Special Assessment on Parcel #002-0160-02-01.
 - i) Acknowledge Receipt of the Waiver of Special Assessment Notices and Public Hearings in Accordance with Wisconsin Statute 66.0703(7)(b).
 - b) Discuss and Act on Resolution 2017-9-2 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 authorize the construction of a water service and sewer lateral extension and to levy Special Assessments upon Parcel #002-0135 in the Town of Algoma Sanitary District No. 1 benefitted by the improvements.
 - i) Acknowledge Receipt of the Waiver of Special Assessment Notices and Public Hearings in Accordance with Wisconsin Statute 66.0703(7)(b).
 - c) Discuss and Act on the Proposal from Freedom Excavating to Install Water and Sewer Services at the end of Nelson Road.
 - d) Discuss and Act on the Long-Range Plan for Electric Generator Backup Power.
 - i) Determine Timeline and Funding Limits for Installing Electric Generators at the District's Wastewater Lift Stations.
 - 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
2018 Budget Workshop and Regular Monthly Meeting
October 12, 2017 –12:00 p.m.
3477 Miller Drive, Oshkosh, WI 54904**

Open Budget Workshop.

- 1) Open Workshop for the 2018 Sanitary Sewer and Municipal Water Utility Annual Budgets.
- 2) Adjourn 2018 Budget Workshop.

Regular Monthly Meeting. (Immediately following the workshop)

- 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 2017 projects.
- 6) Old Business.

-None-
- 7) New Business.
 - a) Discuss and act on the purchase of two Generac generators for backup electric power at lift stations.
 - b) Discuss and act on reducing fluoride addition to the municipal drinking water system based on natural fluoride level test results.
 - c) Discuss and act on sewer user fee credit at the following parcels:
 - i) Vacant building at 2725 Omro Road, Parcel #002-0111.
 - ii) House removed and sewer temporarily capped prior to new home construction at 5450 East Reighmoor Road, Parcel #016-0882.
 - d) Discuss and act on proposed 2018 Annual Budget.
 - i) Approve proposed 2018 Annual Budget for publication.
 - ii) Schedule the public hearing for 2018 Annual Budget on November 9, 2017.
 - e) Resolution #2017-10-1 to Set the 2017 Property Tax Levy at \$229,935.
- 8) Adjourn meeting.

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Town of Algoma Sanitary District #1
2018 Budget Public Hearing and Regular Monthly Meeting
November 9, 2017 – 12:00 p.m.
3477 Miller Drive, Oshkosh, WI 54904

Open Public Hearing for Proposed 2018 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 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 2017 projects.
- 6) Old Business.

-None-
- 7) New Business.
 - a) Discuss and Act on Resolution #2017-11-1 to approve the 2018 annual sanitary sewer user fee for Town of Algoma Sanitary District residents per equivalent unit.
 - i) Set the user fee for properties discharging to the Oshkosh Wastewater Treatment Facility at \$297.
 - ii) Set the user fee for properties discharging to the Omro Wastewater Treatment Facility at \$511.
 - b) Discuss and Act on Resolution #2017-11-2 to increase the 2018 Contribution in Aid of Construction (CAC) by 3%.
 - c) Discuss and Approve the 2018 Annual Budget for the Water and Sanitary Sewer Utilities.
- 8) Adjourn meeting.

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**Town of Algoma Sanitary District #1
Regular Monthly Meeting (Amended)
December 14, 2017 – 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 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 2017 projects.
 - d) Upcoming 2018 projects.
- 6) Old Business.
 - a) Discuss and Act on the Renewal of the Wastewater Treatment Agreement with the City of Oshkosh.
- 7) New Business.

-None-
- 8) Adjourn meeting.

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