

TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
AGENDA FOR
Wednesday, January 17, 2018 – 6:00 p.m.
Algoma Town Hall
15 N. Oakwood Road, Oshkosh, WI 54904

AGENDA

The Board may discuss and act on the following:

1. Call to Order.

- A. Pledge of Allegiance.
- B. Roll Call.

2. Review and approve the minutes of the following meeting:

- A. Monthly Town Board Meeting dated December 20, 2017.

3. Review and approve January 2018 disbursements.

4. Public Forum (Only items on the agenda).

5. Committee Reports.

- A. Fire Department Chief.
- B. Economic Development Committee.
- C. Planning Commission.
- D. Parks Committee.

6. Monthly Financial Statements and Financial Report.

7. Administrator Report.

- A. 2017 Wrap Up: Building Permits and Inspections Update.
- B. 2018 Town Meeting Calendar.
- C. Spring Newsletter.
- D. WPS and Town Right-of-Way Trimming.

8. Business.

- A. Discussion and possible action re: Zoning Map Amendment Request from the Oshkosh Area School District.
- B. Discussion and possible action re: Approval of Contract with Vinton Construction (\$799,696.87).

9. Adjourn.

The Town Board meets regularly the THIRD WEDNESDAY OF EACH MONTH AT 6:00 p.m. (unless otherwise noted) at the Municipal Building (Town Hall), 15 N. Oakwood Road. ALL MEETINGS ARE OPEN TO THE PUBLIC.

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.

NOTE: 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, call the Town Hall office at 920-235-3789.

Posted: Town of Algoma Municipal Building
Service Oil Co.
www.townofalgoma.org

Date Posted: January 11, 2018

**TOWN OF ALGOMA,
WINNEBAGO COUNTY, WISCONSIN
January 17, 2018**

The monthly Town Board meeting was called to order by Chair Rasmussen at 6:00 p.m.

The following Supervisors were present: Christopher Wright, Patricia Frohrib, Joel Rasmussen, Patricia Clark and James Marvin.

The following were also present: Administrator Ben Krumenauer and Clerk Deborah Stark.

On a motion by Supervisors Clark/Marvin, passed on a voice vote, the Board approved the minutes of the monthly Town Board meeting dated December 20, 2017.

On a motion by Supervisors Frohrib/Clark, passed on a voice vote, the Board approved the January 2018 disbursements.

No one came forward for the Public Forum.

The Fire Department provided a written report.

The Economic Development Committee discussed the most desirous properties in the Town for commercial development.

The Planning Commission recommends approval of the Zoning Map Amendment Request from the Oshkosh Area School District limiting the zoning change to Lots A and B.

Winnebago County Sheriff's Department Deputy asked if the Town had any concerns.

The Parks Committee recommends approval of the base bid for Jones Park provided by Vinton Construction at a cost of \$799,696.87.

The monthly financial statements were received.

The Administrator spoke concerning the 2017 building permit totals. The 2018 meeting schedule is available on the Town's website www.townofalgoma.org. WPS is trimming trees

and shrubbery around electrical poles and overhead wires and the Town will follow soon after to do their necessary trimming.

On a motion by Supervisors Wright/Frohrib, passed on a voice vote, the Board approved the Zoning Map Amendment Request from the Oshkosh Area School District limiting the zoning change to Lots A and B.

On a motion by Supervisors Wright/Clark, carried on a 5 – 0 roll call vote, the Board approved the base bid for Jones Park provided by Vinton Construction at a cost of \$799,696.87.

On a motion by Supervisors Clark/Wright, passed on a voice vote, the Board adjourned at 6:36.

Respectfully submitted,
Deborah L Stark, WCMC
Clerk

Date: January 10, 2018

To: Town of Algoma Board

From: Benjamin Krumenauer, Administrator

Re: ITEM 8A: DISCUSSION AND POSSIBLE ACTION RE: ZONING MAP AMENDMENT REQUEST FROM THE OSHKOSH AREA SCHOOL DISTRICT.

UPDATE:

Below is a general update to Item 8A *Discussion and possible action re: Zoning map amendment request from the Oshkosh Area School District.*

ACTION

On January 10, 2018, Plan Commission for the Town of Algoma recommended approval of the proposed rezone with one modification..

RECOMMENDED CONDITIONS:

Only Lot A and Lot B be rezoned to B-3 General Business District.

RESULTS

Plan Commission recommended approval 6-0

Date: January 10, 2018

To: Town of Algoma Board

From: Benjamin Krumenauer, Administrator

Re: ITEM 8B: DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF CONTRACT WITH VINTON CONSTRUCTION (\$799,696.87).

INCLUDED IN YOUR PACKET

1. Bid Tabulation
2. Letter of Recommendation provided by Ayres Associates
3. Subcontractors List

ITEM DESCRIPTION

Item 8B relates to the proposed contract with Vinton Construction for the value of \$799,696.87. This contract is in response to the development of Jones Park. In total five bids were accepted from the 2017 request for proposals. Vinton Construction has meet all checks and requirements and is the low bidding company.

Included within your packet you will find:

Bid Tabulation: Provides a detailed breakdown of the five completed bids.

Letter of Recommendation: Town consultant Ayres Construction has provided a letter of recommendation outlining Vinton Construction as the low bidder. Ayres and Town of Algoma have confirmed that Vinton Construction's cost breakdowns are accurate and meet all necessary requirements of bid documents.

Subcontractors List: A list of approved subcontractors to be completing various park components is also included. All subcontractors have been verified by the Ayres Associates.

ADDITIONAL CONSULTANT NOTES

In addition to the letter of recommendation, Ayres Associates wished to pass on the below notes:

1. Vinton has been around a long time and has a lot of experienced staff with many types of projects, parks included.
2. They have subs that are quality contractors.
3. The project can start as soon as spring thaw begins and should not be pressured by a completion date right before freeze up causing completion concerns and quality issues.

- 4. Playground equipment is required to be **installed by a qualified installer.**
- 5. Ayres Associates has experienced staff in park construction that will be overseeing the project.

COST OF CONTRACT

Proposed total cost of contract is \$799,696.87.

The cost of contract is as written and does not include any potential “extras” due to unforeseen site issues or additional contract changes. Additional extras will need to have board approval if greater than \$5,000.

FINANCING

Financing of project will come from four different funding sources. A cautionary 10% contingency will also be budgeted using anticipated 2017 carryover allocations. Carryover items will not be discussed until February or March’s Board Meeting.

	Allocations	Debts	Balance
Existing allocations:	\$125,000.00		
Oshkosh Area Community Foundation:	\$93,630.21*		
2017 anticipated carryover allocation:	\$61,036.35		
2018 Bonding:	\$600,000.00		
Contract:		\$799,696.87	
10% contingency:		\$79,969.69**	
Overall Total	\$879,666.56	\$879,666.56	\$0.00

* OACF donations do not include pledges or matches yet to be paid.

** 10% contingency is not part of the contract with Vinton Construction.

RECOMMENDATION

Administrator recommends approval of Item 8B contract with Vinton Construction (\$799,696.87).